

# MCDOWELL LAW CENTER EMERGENCY ACTION GUIDELINES

EVENT	WHAT YOU SHOULD DO
<p>Upon request, an electronic copy of this Building's Emergency Action Plan (BEAP) can be provided.</p> <p>Please contact the University's Emergency Management Coord. at 330-972-2633 to request a copy.</p>	<p>Call University of Akron Police Department (UAPD) at 330-972-2911</p> <p>Be prepared to share:</p> <ul style="list-style-type: none"> <li>x Type of emergency</li> <li>x Location (building and room number)</li> <li>x Your name</li> <li>x Stay on the phone if possible</li> </ul> <p>During a fire or if the elevators are inoperable, have people in wheelchairs move to the closest stairwell and call UAPD to let them know their location and if they need help.</p> <p>City of Akron Emergency Services (Police, Fire/EMS) can be contacted by dialing 911 from a cell phone or Microsoft Teams phone.</p>
Fire	<p>Immediately stop what you are doing.</p> <p>Pull closest fire alarm pull station.</p> <p>If trained on how to use a portable fire extinguisher, you may try to extinguish the fire. Exit the area using closest exit. (Do not use elevators.)</p> <p>Report to your designated evacuation rally point.</p> <p>¾ Rally Point 1: Sidewalk on the south side of the building</p> <p>Remain at the Rally Point until given the all clear to re-enter the building.</p>
Medical Emergency	<p>Provide the following information to the dispatcher: your name, type of emergency, location of the victim(s), condition of the victim(s), any dangerous conditions. Clear the area and have someone monitor the injured person until EMS arrives.</p> <p>Comfort and reassure injured person.</p> <p>¾ An AED is located near the first-floor elevator near trophy case</p>
Power Outage	<p>Turn off and unplug computers and any electronic equipment.</p> <p>Move cautiously to lighted area.</p> <p>Stay in lit area until given the order to evacuate or the power comes back on.</p>