



# Huntsville Center *Safety Gram*

## Engineering the Edge for Safety *Excellence*

8 September 2010

### EMERGENCY PROCEDURES FOR HUNTSVILLE CENTER

#### 1. TORNADO ALERT PROCEDURE

In the event of a tornado, follow the direction provided over the Public Address (PA) System. Use the stairs located in the center of the building only. **DO NOT USE ELEVATORS** or the exterior stairs. Do not exit the building or go to your car since this may place you at greater risk.

#### 2. FIRE EVACUATION PROCEDURE

In the event of a fire, the fire alarm will sound and all personnel will evacuate the building through the nearest available exit. Handicapped personnel will be given assistance. **DO NOT USE THE ELEVATORS.**

#### 3. BOMB THREAT PROCEDURE

In the event of a bomb threat, follow the direction provided over the Public Address (PA) System.

#### 4. BIOLOGICAL/CHEMICAL THREAT RESPONSE PROCEDURE

In the event of a biological/chemical threat, the fire alarm will activate and all personnel will evacuate the building as directed.

For additional information regarding these procedures, review the Occupant Emergency Plan (OEP) at:  
<<https://hnc-ws-intra.hnd.usace.army.mil/SL/OEP/OEP%20Final%202009.pdf>>

**NEW EVACUATION POINTS:** To ensure our evacuation process is timely and efficient during an emergency situation, all evacuation points have been combined. Upon evacuation, you are to go behind the building located in your evacuation point (see pages A-4 and A-5 of the Occupant Emergency Plan (OEP)).

ARMY SAFE  
IS ARMY STRONG