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Fire Alarm Awareness Procedure & Training

The Department of Environmental Health & Safety in conjunction with the Staff Senate and The Tuskegee University Police Department will be conducting **announced** fire drill training campus-wide this semester. The purpose of the **announced** fire drills is to educate, and make everyone knowledgeable and aware of what to do and where to go when an alarm activates in your building. This training will also enhance the knowledge of the first responders (Tuskegee University Police Department) to insure that everything is being done to protect the lives and property here at Tuskegee University. **Informative awareness information is provided below.**

1. When a fire alarm activates (loud horns, flashing lights, or voice evacuation information) in your building, quickly but safely exit the building via the closest stairwell or designated exit door. Do not bypass a stairwell or exit to go to another. **(DO NOT USE THE ELEVATOR)**. Close your door, but do not lock it in case the fire or the problem exists in your confined area. The responders will need to access that area as quickly as possible to alleviate the fire or the problem.
2. Once you have exited the building, go to the designated area for your building for accountability. The distance from the affected area should be anywhere from 300 ft. – 500 ft. Do not stand around the building or on the porch.
3. Upon the arrival of the first responders, if your building has a building manager or safety monitor, he or she should identify themselves with the responders to see if any assistance from them is required (i.e. location of electrical or mechanical rooms, keys access, etc).
4. Based upon the manpower of the response team, if possible, crowd control and traffic control should be established, and the remaining officers should enter the building to conduct a **complete evacuation and detection sweep of the building**.
5. Once the problem has been detected and corrected, an **“ALL CLEAR SIGNAL”** from someone in authority from the responding units should be given. Do not re-enter the building until you have received the **“ALL CLEAR SIGNAL”**.

Emergency Contact & Phone Numbers:

Captain Wilbert Anderson, University Safety Officer ----- 334-552-1299
Chief Patrick Mardis, Tuskegee University Police Department ----- 334-724-4454
334-727-8757, 334-727-8756, 334-727-8834, and University Emergency (911) --- 334-724-4911

Please become familiar with this Fire & Life Safety Training Procedure. It could save yours or someone else life. A facility fire drill schedule is attached.

Facility	Evacuation Location
Lewis Adams Hall	Lawn area near Douglass Hall
Old Administration Building	Offline
Samuel C. Armstrong Hall	Lawn area near Ford Library
Band Cottage	University Avenue
Benjamin Banneker Hall	Banneker Hall Parking Lot
Mary McCloud Bethune Hall	Banneker Hall Parking Lot
Thomas C. Campbell Hall	Large Parking Lot facing Commons Apts.
Tuskegee Univ. Counseling Center	Top of the hill facing Chappie James Ctr.
Andrew Carnegie Hall	Lawn area across from Carnegie Hall
Woodruff Food Processing Facility	Farm Roadway
Carver Foundation Research Building	Parking Lot near Logan Hall
Central Cooling Plant	Foster Hall Parking Lot
Centralized Lab Research Facility	Offline
William V. Chambliss House	Chappie James lawn area
Chambliss Business House Annex	Offline
Clinical Anatomy Building	Patterson Hall Parking Lot
Kellogg Hotel & Conference Center	Chapel lawn
Frederick Douglass Hall	Lawn area facing Adams Hall
Charles Drew Hall	Offline
Julia E. Emery I	Moton Hall lawn area
Julia E. Emery II	Parking Lot near Willcox E
Julia E. Emery III	Offline
Julia E. Emery IV	Offline
Luther H. Foster Hall	Foster Hall Parking Lot facing Campbell Hall
Morrison-Mayberry Building	Lawn area facing Campbell Hall
William-Bowie Building	Roadway near Post Mortem
General Daniel Chappie James Center	Near Airplane \ Area Between Willcox D&E
Lillian H. Harvey Hall	Harvey Hall Parking Lot
Ford Motor Company Library	Library lawn
Collis P. Huntington Hall	White Hall lawn
Ellen C. James Hall	Commons F Apt. lawn area
Natl. Center for Bioethics Res. & HC	Large Parking Lot facing the Dormitories
S. H. Kresge Center	Roadway between Willcox B & D
Large Animal Care Center	Lawn area - side of Small Animal Clinic
Large Animal Ward H	Down the hill near Post Mortem
Dog Surgery Building	Large Parking Lot
C-Store (laundry-mat)	Lawn area across the street
Warren G. Logan Hall	Library lawn
Basil O' Connor Hall	Parking Lot across the street

Olivia Davidson Hall	White Hall lawn
Frederick D. Patterson Hall	Drew Hall Parking Lot
Physical Plant Building	Student Union Parking Lot
John D. Rockefeller Hall	Lawn area in front of the building
Julius Rosenwald Center	Drew Hall Parking Lot
Thomas D. Russell Hall	Parking Lot across the street
Thomas D. Russell Nursery	Across the street near the airplane
Russell D. Sage Hall	Lawn area near Thrasher Hall
James D. Tatum Hall	Parking lot across the street
Post Mortem Building	Drew Hall Parking Lot
Power Plant	C-Store Parking Lot
Charles E. Tompkins Hall	University Avenue \ White Hall Lawn
University Chapel	Lawn area in front of the Chapel
University Commons East	Lawn area in front of the building
University Commons North	Lawn area James Hall – Large Rear Parking
University Commons West	Parking Lots in front of the buildings
Mary Starke Harper Hall	Lawn area across the street
Margaret Murray Washington Hall	University Avenue \ Old Bookstore Parking
Alexander M. White Hall	White Hall Lawn
William G. Willcox Hall A	BTW Monument lawn area
William G. Willcox Hall C	Moton Hall front lawn
William G. Willcox Hall E	Chappie James lawn
James H. Henderson Hall	Front lawn area
Caprine Research	Farm roadway
Lincoln Bank Building	Old Bookstore Parking Lot