



Emergency Action Plan (rev 8/20)

<http://www.uaf.edu/oem/>





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# I. Department and Building Information

## Building

Building name: Irving II

Building address: 2120 Koyukuk Drive

Building coordinator: Cheryl Clarke-Hopcroft (907) 474-6782

Description



### Critical Operations Found in Building

There are no critical operations in Irving II that require an employee to remain in the building during an emergency.

### Medical and Rescue



## II. Emergency Procedures

In the event of an emergency contact the emergency dispatch center by dialing from any university phone. All campus phones and payphones have access. Emergency phones, marked with blue lights, are located around campus.

Non-emergency:

Fire: 907-474-7721

Police: 907-474-7721

Facilities Services: 907-474-7000

EHSRM: 907-474-5413 in case of chemical spills

UAF Emergency Information for news and information about emergencies affecting normal UAF operations:

Recorded hotline: 907-474-7823

Alerts: <http://www.uaf.edu/alert>

### Emergency Notification Procedures

When you call 911 from a campus location and request emergency assistance, you will be connected to the Emergency Dispatch Center. Call from a safe location and remember to:

- ❖ Stay calm
- ❖ Be prepared to answer the following questions:
  - Where is the emergency located? (be specific)
  - What is the emergency? (Fire, Medical, Hazardous Materials, etc.)
  - How did it happen?
  - Who are you? (your name)
- ❖ Gathlights,



Automated External Defibrillator (AED) Information

NONE

Alertus Beacon

NONE

Evacuation Procedures

A building occupant is required to evacuate the building when the fire alarm sounds. Move quickly to the emergency assembly locations. For circumstances where an employee or occupant may be hearing or visually impaired there



## Your Emergency Responsibilities

- ❖ Stay at your desk
  - In the event of a minor disturbance (medical emergency, power outage, etc.) there is no need to leave your work area or building
- ❖ Shelter in place
  - In the event of a hazardous materials release or other event that requires sheltering in place, you will be vocally notified to shelter in place. You





### III. Emergency Preparedness

#### Training

Training is an integral part of the safety







