

RESIDENT'S EVACUATION INSTRUCTIONS

- a. **Turn on light and open draperies.** This allows the Fire Department to check the rooms from the outside for smoke. Also, no lights in an area may indicate trouble in that area.
- b. **Close windows.** By reducing drafts in the building, the spread of smoke and fire will be slowed.
- c. **Touch inside of your door to test for heat. If warm, do not open.** If the air in the hall is hot enough to heat through the door, one breath of this air could kill you.
- d. **If you are trapped in your room by fire,** keep the door and windows closed tightly and stand in full view in the window until help arrives.
- e. **Open door only if not warm.** Brace yourself against the door and crack it slightly open to check the incoming air at the top of the door with your hand. The pressure from superheated air is usually strong enough to force open the door. The door may not have had time to become heated.
- f. **Exit immediately.** Lock the door and walk away from the building by your assigned route. Do not talk. Listen for directions. Dress properly for the weather. **Do not use elevators as an emergency exit.**
 - 1) Persons confined to a wheelchair or crutches should not attempt to evacuate the building using the wheelchair or crutches, unless they are located on the first floor and have ramped or level access to the designated assembly area. Otherwise, proceed to the nearest fire exit and wait for assistance from emergency personnel.
 - 2) Communicate with others during evacuation that additional assistance is required for evacuation. Direct communication with the fire department may be achieved by calling 911. Be sure to identify each person, the building name, and the floor location of the emergency exit where you are waiting.
 - 3) Visually impaired residents should take the hand of a fellow resident and exit the building to the designated assembly area.
- g. **Carry a towel with you.** If dense heat is encountered, the towel can be used to protect your face, hair, and back of your neck.
- h. **When you leave the building, move to your assigned meeting area, which will be at least 100 feet away from the building.** This will allow fire-fighting equipment to move freely in this area.
- i. **Do not return to your room or re-enter the building.** Wait for instructions. You may re-enter the building when the all clear is sounded.

EVACUATION LOCATIONS

The following locations will be used in the case of an evacuation. This chart indicates the outside evacuation location. If weather or other circumstances are not favorable for assembly outside, residents and staff will go to the indoor location listed. The chart assumes only one building or complex will be affected at a time.

<u>Residence Hall</u>	<u>Outside Location</u>	<u>Indoor Location</u>
Acadian	Field south of hall	Blake
Blake	Field south of Acadian	Acadian
McVoy	Parking lot West of McVoy	Blake
Herget	Parking lot	Miller
Miller	Parking lot	Herget
East Laville	Southeast corner of Evangeline	West Laville
West Laville	Southeast corner of Evangeline	East Laville
Evangeline	Behind Evangeline	ECA Activity Center
Highland	Behind Evangeline	Evangeline
Annie Boyd	Southeast corner of Evangeline	Evangeline
Louise Garig	Highland parking lot	Evangeline
East Campus Apartments	Parking lot	Activity Center/ E-W Laville
West Campus Apartments	Kirby Smith parking lot	Activity Center/Kirby Smith
Jackson	Courtyard	Graham
Taylor	Courtyard	Graham
Beauregard	Courtyard	Graham
Lejeune	Courtyard	Graham
Broussard	Pentagon Courtyard	Kirby Smith
Kirby Smith	North parking lot	Graham
North Graham	Graham parking lot	Kirby Smith
South Graham	Graham parking lot	Kirby Smith
Nicholson Apartments	Parking lots	TBD
Ed Gay Apartments	Parking lots	TBD
Grace King Hall	French House parking loop	West Laville lobby