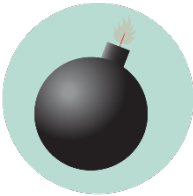


# BUSINESS LEADERSHIP BUILDING EMERGENCY GUIDELINES

**Call or text 911 in life threatening emergencies**



**FIRE**



**BOMB THREAT**



**GAS  
LEAK**



**HAZMAT**



**SEVERE  
WEATHER**



**HAZMAT**

## Evacuation

**PROMPTS: Fire alarm, direction from the UNT Police or City of Denton Fire Department, an Eagle Alert, a visibly life-threatening situation**

- Gather those around you and quickly leave through the nearest exit.
- Ask those around you with limited mobility if they need help and provide assistance, as able.
- If you take notice of someone unable to evacuate, note their location and tell first responders as soon as possible.
- Those with access and functional needs should immediately go to the nearest fire refuge area and call 911.
- Move at least 200 feet away from the building and stay off fire lanes.
- Comply with directions from first responders.

## Shelter

**PROMPTS: Eagle Alert, Outdoor Warning Sirens**

- Go indoors immediately.
- Seek shelter on the lowest level of the building, away from windows and exterior walls.
- For tornadoes: Encourage others to shield their head and neck with arms and putting material such as furniture and blankets around themselves.
- If the event is HAZMAT related, completely turn off or seal off all external air sources including windows, doors, and air vents.
- Stay in shelter until an Eagle Alert is sent telling you it's safe to leave.

## Medical Emergency

- Call 911 (or have someone call 911 for you).
- Send others to get an AED and to meet first responders at the door.
- Ask the individual if you have their permission to assist them.
  - If **YES**, provide first aid to the extent that you feel able.
  - If **NO**, move away from the individual and wait for first responders.
  - If **unconscious**, you have implied consent to provide assistance, as long as you are not negligent.
- Assist paramedics as needed when they arrive.
- Gather info and report the incident to Risk Management Services.



**MEDICAL  
EMERGENCY**



**ACTIVE  
THREAT**

## Run. Hide. Fight.

**PROMPTS: Eagle Alert; successive, loud shot noises; groups of individuals running and screaming**

- **RUN** and escape the active threat if possible.
- **HIDE** from the active threat if escape is not possible.
- **FIGHT** the attacker as a last resort and commit to your actions.

## **CAMPUS EMERGENCY CONTACTS**

<p><b>Any life-threatening emergency</b> Active threat Acts or threats of violence Bomb threat Fire Hostage situation Life-threatening hazardous materials release Medical emergencies Natural gas leak Suicidal person Violent civil disturbance or demonstration Violent/threatening/hostile individual</p>	<p><b><i>Call or text 911 in life-threatening emergencies</i></b> <b>911</b></p>
<p><b>Any non-emergency concerns</b> Civil disturbance or demonstration Disruptive person Elevator failure Suspicious person</p>	<p><b><i>UNT Police</i></b> <b>940-565-3000</b></p>
<p><b>Maintenance-related issues</b> Power outage Water leak or flooding Property damage</p>	<p><b><i>UNT Facilities</i></b> <b>940-565-2700</b></p>
<p>Minor hazardous materials release</p>	<p><b><i>UNT Risk Management</i></b> <b>940-565-2109</b></p>

***If you are unsure if a situation is or is not an emergency, always call 911.***

# BUSINESS LEADERSHIP BUILDING EMERGENCY LOCATIONS AND SUPPLIES



## Shelter Areas

- *Basement level:* restrooms and rooms 055, 070, 090.
- *1<sup>st</sup> floor:* restrooms and rooms 155 and 170.

## Evacuation Assembly Area

### Evacuation Assembly Area

- Individuals in basement: To the north of the building, on the Union South Lawn *unless directed to go elsewhere by first responders or an Eagle Alert.*
- All other occupants: To the west of the building, in the grassy area south of Crumley Hall, west of Parking Lot 24 *unless directed to go elsewhere by first responders or an Eagle Alert.*



### Medical Emergency Related Equipment

- **First Aid Kits:** Located in *Room 150L* (Kitchen, the first cabinet on the right, third shelf on the left); *Room 110E* (Workroom, lower cabinet); *Room 210* (Workroom/Kitchen, in the upper cabinet just to the right of the refrigerator); *Room 290L* (Kitchen, in the bottom shelf to the right of the refrigerator).
- **Stop the Bleed Kits:**
- **AEDs:** Located on the 1<sup>st</sup> floor, next to 190B.



**Fire Refuge Areas:** A temporary haven from the effects of a fire or other emergency that would normally require evacuation.

- Located on the northwestern staircases on the 2<sup>nd</sup> and 3<sup>rd</sup> floor.

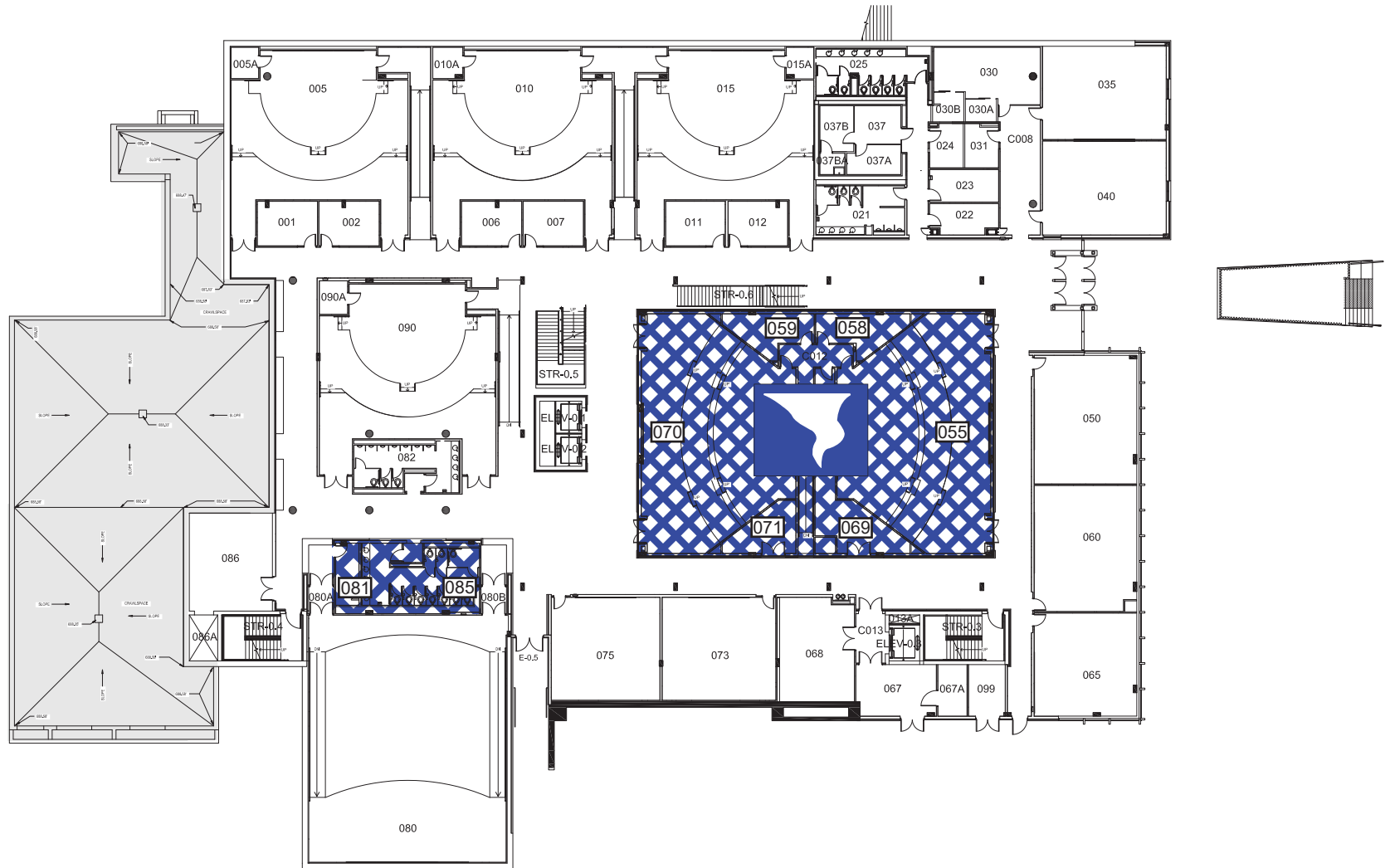


***Special Emergency Procedures for Business Leadership Building:***

- The BLB has a manual pull Tornado Alarm with two control pulls located inside on the west end of the building.
- The overhead message, when the manual pull is activated, is currently as follows:
  - May I have your attention please (x 2)
  - A tornado warning has been issued for this area (x 2)
  - Please take all appropriate safety actions at this time (x 2)

# BUSINESS LEADERSHIP BUILDING

## BASEMENT FLOOR PLAN



### LEGEND



Shelter Area



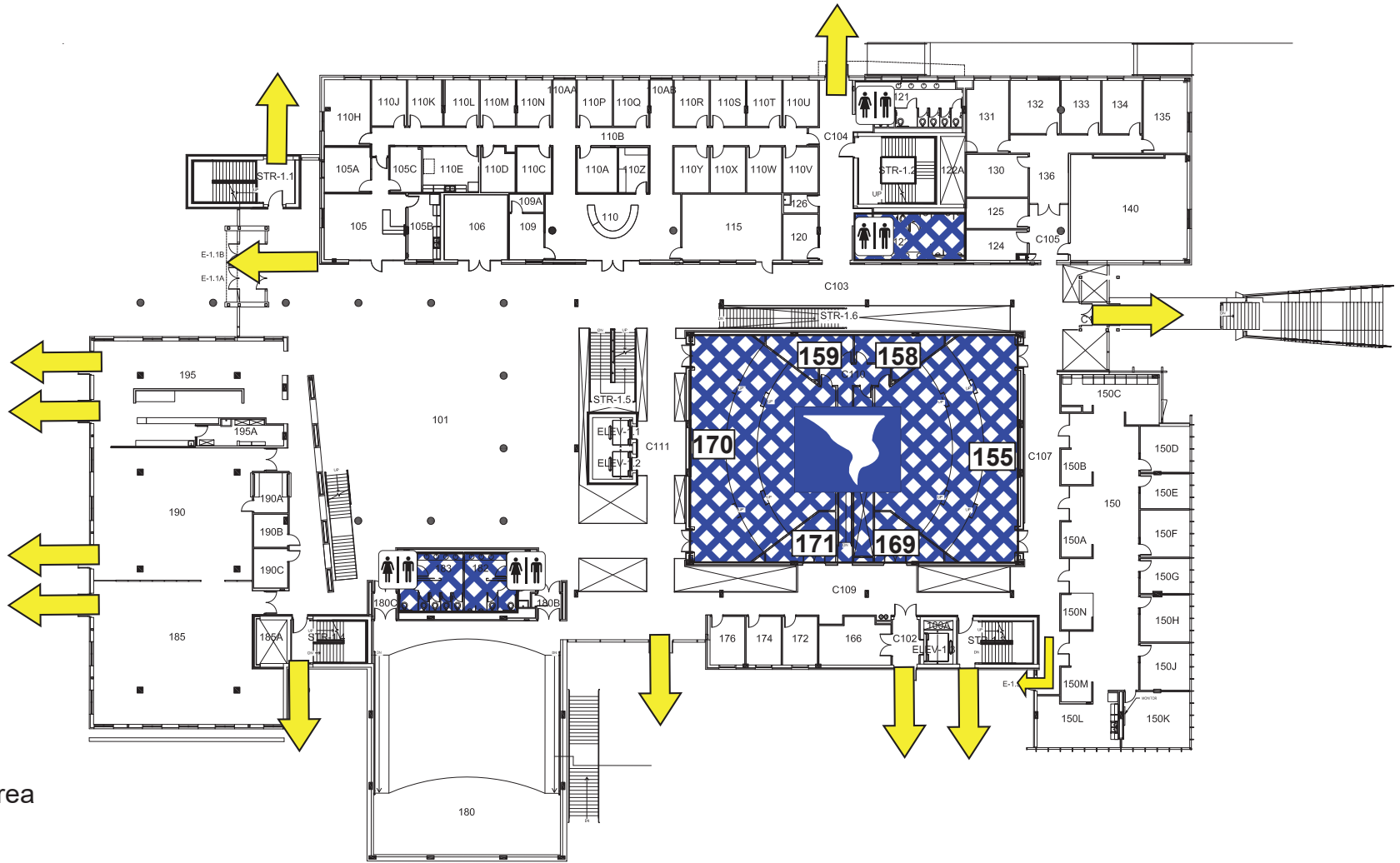
Exit

Restrooms



# BUSINESS LEADERSHIP BUILDING

## FIRST FLOOR PLAN



### LEGEND



Shelter Area



Exit

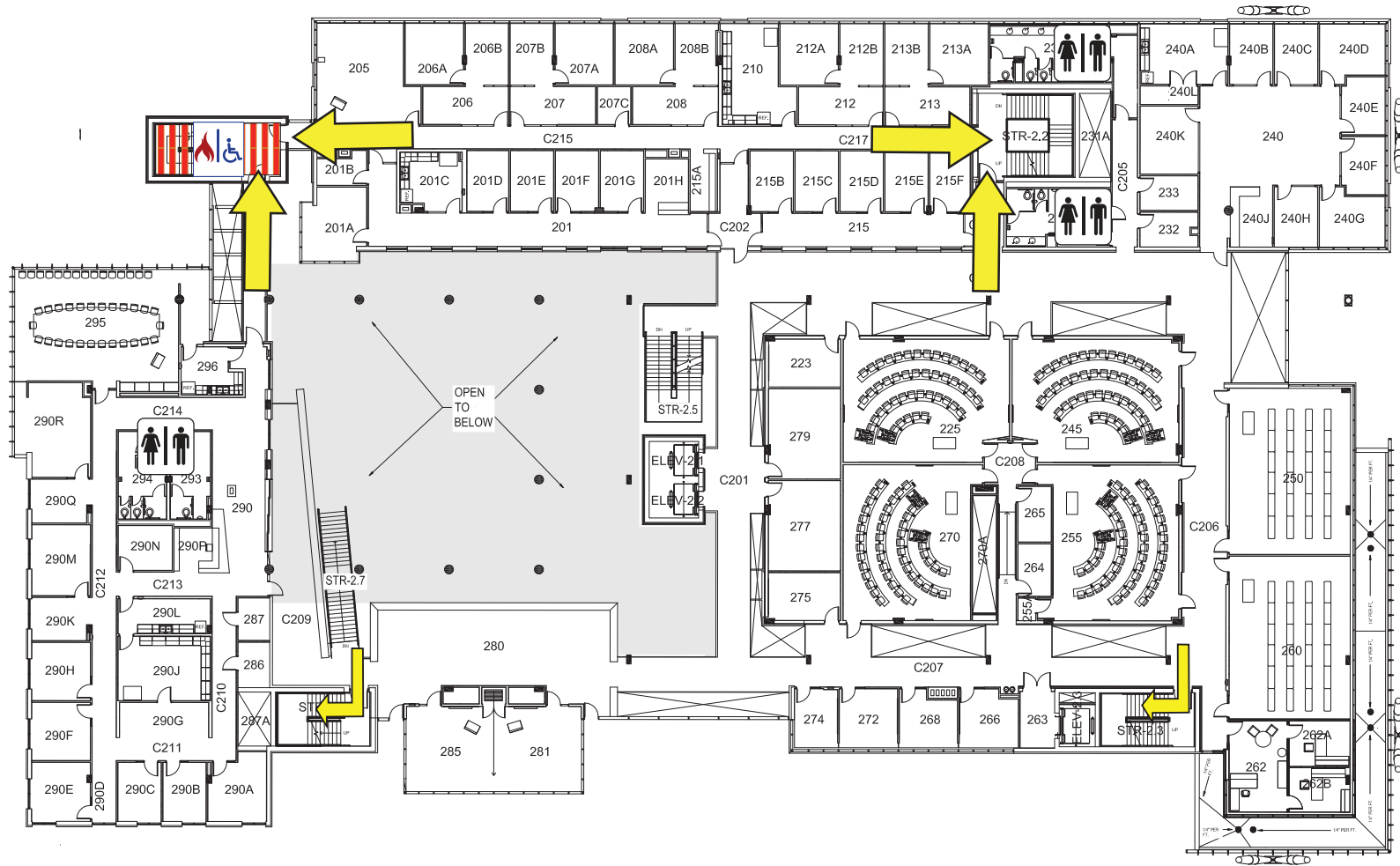
Restrooms

Automated External Defibrillator



# BUSINESS LEADERSHIP BUILDING

## SECOND FLOOR PLAN



### LEGEND



Exit

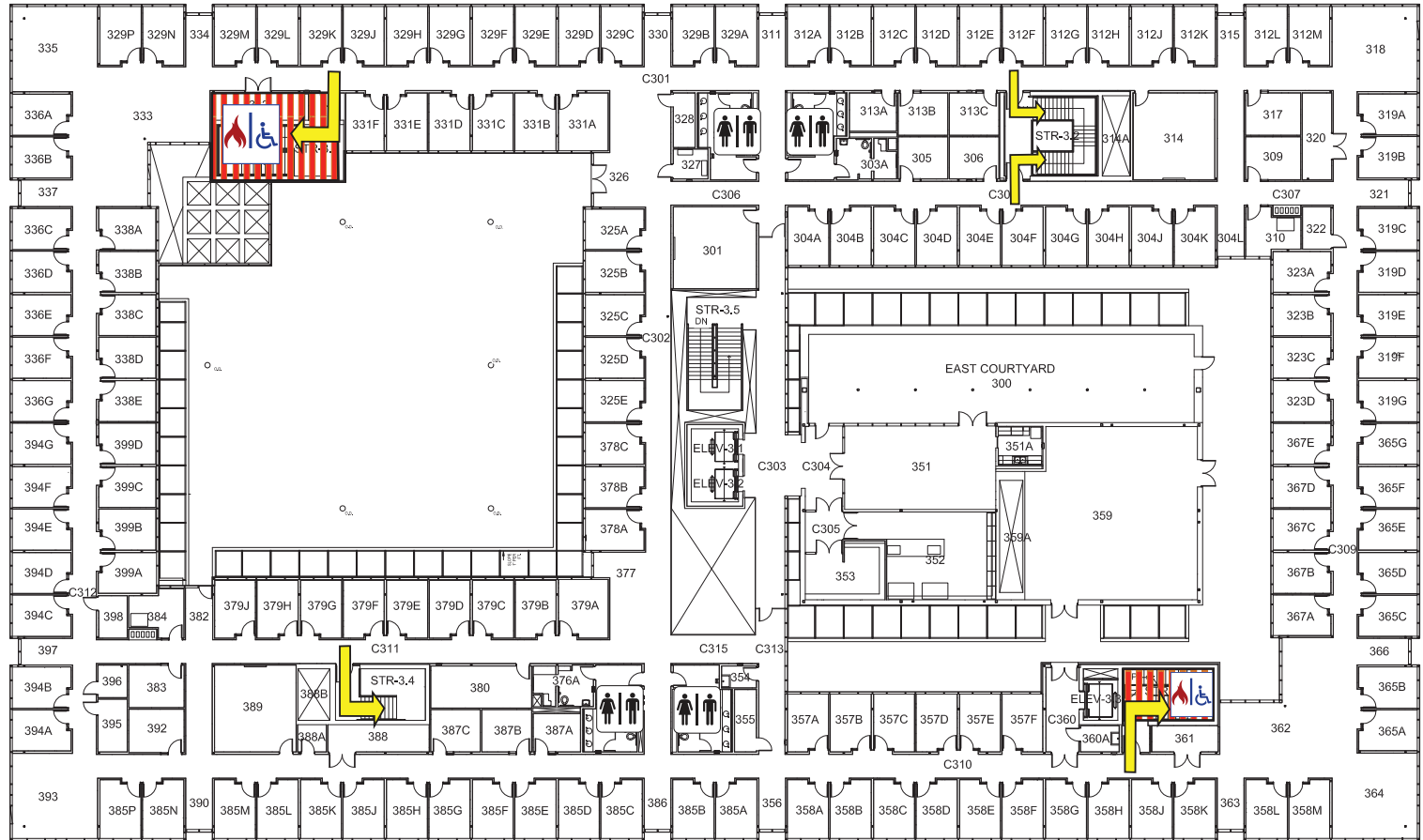
Restrooms

Fire Refuge Area



# BUSINESS LEADERSHIP BUILDING

## THIRD FLOOR PLAN



### LEGEND



Exit

Restrooms

Fire Refuge Area





# BUSINESS LEADERSHIP BUILDING

## ROOF PLAN

