

EMERGENCY EVACUATION PROCEDURES: OLD POST OFFICE LOCATION

## Old Post Office Location

**Building Emergency Coordinator (BEC):** Whitney Gass (636) 627-6652

### Building Background

- One floor- Mid Level
- Fire Extinguishers: Located by the main entrance and by the fire exit
- Fire Alarms: Yes and sprinkler system
- Fire Exits: Next to the student lab; in classroom #09; in executive suite

### Building Evacuation Route

In the event of a bomb threat or fire in the building, all occupants need to immediately leave the building using the closest exit. Once outside, proceed to the assembly area.

All students and staff, when exiting the building, are required to report to the assembly area for a building evacuation. The location is located across the street at the Schnucks Culnaria building.

**Evacuation Assembly Area:** Schnucks Culnaria

### Weather

In the event of severe weather, all building occupants should seek shelter in the lowest part of the building. If unable to get to the shelter area, seek a windowless room or hallway on the first floor of the building.

**Bad Weather Safe Area:** Rooms 4, 6, 14 and 15

**LU Security:** 24/7 – (636) 949-4911