

THE RADIAN

EMERGENCY PROCEDURES

Numbers to Know!

EMERGENCIES: 911

SPECIAL SERVICES: (215) 898-7297

GENERAL INFORMATION: 311

ESCORT SERVICES: 215-898-WALK

Building Area of Refuge:

Primary:

Sansom Street along curb from site to 39th

Walnut Street North side walk from Building to 39th

Secondary:

Walnut Street south side walk block of 39th-40th

This Building's Shelter -In -Place:

Ground Floor Lobby and Retail Service Corridor

Know your emergency contacts.

Discuss preparedness plans with family and friends.

WHAT TO DO...

Fire

- Notify occupants and help those needing assistance in the immediate area.
- Confine the fire by closing doors as you exit.
- Activate the nearest fire alarm pull station.
- Evacuate the building at the nearest exit and call the emergency number listed above.
- Do not enter the building until authorized to do so by the emergency personnel.

Building Evacuation Procedures

- When the fire alarm is activated, evacuation is mandatory.
- DO NOT use elevators.
- Take personal belongings (ID, keys, purses, wallets, etc.) and dress appropriately for the weather.
- Upon exiting, proceed to your building area of refuge to begin the accountability process.

Shelter-In-Place

- Purpose: To shelter occupants inside the building in the event of a hazardous/biological material or other emergency incident outside the building.
- When notified, go inside the nearest building.
- Close all windows and doors.
- Report to the building's shelter area.

Suspicious Packages

- Do not touch or disturb the object or package.
- Isolate the package and evacuate the immediate area.
- Call the emergency phone number listed above.
- Notify

Suspicious Behavior

- Do not physically confront the person exhibiting the behavior.
- Do not let anyone into a locked room or building.
- Do not block a person's access to an exit.
- Call the emergency phone number above immediately.

Bomb Threat

- Remain calm.
- Get as much information as possible from the threatening caller.
- Follow instructions from emergency personnel.

Active Shooter

- If possible exit the building immediately and call the emergency phone number above.
- If you can not exit: Clear the hallway immediately and/or remain behind closed doors in a locked or barricaded room, if possible and stay away from all windows. Remain calm and quietly call the emergency phone number above.
- Evacuate the room only when authorities have arrived and instructed you to do so.
- DO NOT: Leave or unlock the door to "see what is happening".
- DO NOT: Attempt to confront or apprehend the shooter, unless as a last resort.
- DO NOT: Assume someone else has called police or emergency personnel.