EVACUATE
Do not remain in Anderson's Grill, the Atrium, or the One Stop/Visitor's Lobbies during emergencies.

LOCKDOWN
If you are in a classroom or office, turn out the lights, lock the door and do not open it until the all-clear is given. If you are in a hallway or open area, go to the exit farthest from any noise of weapons and move away from the building.

TORNADO/SEVERE WEATHER
Tornado shelters (inner rooms and hallways) are marked in yellow. If you are not already in a shelter area, proceed to the nearest one and stay until the all-clear is given.

BUILDING EVACUATION
Go to the nearest exit. Do not use the elevators or Atrium Stairwell. Move at least three hundred feet away from the building and wait in parking lots until the all-clear is given.
Emergency Diagram: Coffey/McNally Building, Second Floor  
Revised 5/5/2016

**EVACUATE**
Do not remain the Atrium or the Manly Art Gallery during emergencies.

**LOCKDOWN**
If you are in a classroom or office, turn out the lights, lock the door and do not open it until the all-clear is given. If you are in a hallway or open area, go to the exit farthest from any noise of weapons and move away from the building.

**BUILDING EVACUATION**
Go to the nearest exit. Do not use the elevators or Atrium Stairwell. Move at least three hundred feet away from the building and wait in parking lots until the all-clear is given.

In the event of a building evacuation, instructors should take any mobility-challenged students to rooms G-213 or H-238, close the door, and remain with the student(s) until Campus Police or First Responders come to evacuate them.

**TORNADO/SEVERE WEATHER**
Tornado shelters (inner rooms and hallways) are marked in yellow. If you are not already in a shelter area, proceed to the nearest one and stay until the all-clear is given.
**Lockdown**

If you are in a classroom or office, turn out the lights, lock the door and do not open it until the all-clear is given. If you are in a hallway or open area, go to the exit farthest from any noise of weapons and move away from the building.

**Tornado/Severe Weather**

Tornado shelters are marked in yellow. If you are not already in a shelter area, proceed to the nearest one and stay until the all-clear is given. Second and Third Floors will be evacuating to the First Floor via stairwell.

**Evacuate**

Do not remain in open areas during emergencies.
If you are in a classroom or office, turn out the lights, pull the shades, lock the door, and do not open it until the all-clear is given.

If you are in a hallway or open area, go to the exit farthest from any noise of weapons and move away from the building.

Go to the nearest exit. Do not use the elevators. Move at least three hundred feet away from the building in the parking lots, and wait until the all-clear is given.

Instructors take any mobility-challenged students to 237 or 208 on the second floor, or to 345 or 307 on the third floor. Instructors remain with the student(s) until the Campus Police or First Responders come to evacuate them.

Go to the nearest stairwell. Walk quickly down to ground level and take shelter in the designated areas on the First Floor. Do not use the elevators.

Instructors take any mobility-challenged students to 237 or 208 on the second floor, or to 345 or 307 on the third floor. Instructors remain with the student(s) until the Campus Police or First Responders come to evacuate them.

Do not remain in open areas during emergencies.