Be prepared to share:

	 Type of emergency Location (building and room number) Your name Stay on the phone if possible During a fire or if the elevators are inoperable, have people in wheelchairs move to the closest stairwell and call UAPD to let them know their location and if they need help. City of Akron Emergency Services (Police, Fire/EMS) can be contacted by dialing 911
Fire	from a cell phone or Microsoft Teams phone. Immediately stop what you are doing. Pull closest fire alarm pull station. If trained on how to use a portable fire extinguisher, you may try to extinguish the fire. Exit the area using closest exit. (Do not use elevators.) Report to your designated evacuation rally point. Rally Point 1: Lot 11 Remain at the Rally Point until given the all clear to re-enter the building.
Medical Emergency	Provide the following information to the dispatcher: your name, type of emergency, location of the victim(s), condition of the victim(s), any dangerous conditions. Clear the area and have someone monitor the injured person until EMS arrives. Comfort and reassure injured person. An AED is located by the second-floor elevator of this building
Power Outage	Turn off and unplug computers and any electronic equipment. Move cautiously to lighted area. Stay in lit area until given the order to evacuate or the power comes back on.
Hazardous Materials Incident Occurring Outside of Building	Upon notification, close and shut doors, windows. Report to an inside shelter location: Lower-Level Shelter Location: Rooms: 004, 005, 006, 011, 009, 007, 012 Upper-Level Shelter Location: Rooms: 205, 210, 214, 217, 220 Stay in the shelter until given all clear.
Bomb Threat	Write down or electronically save the threat. Report anything suspicious to responding UAPD or EOHS personnel. If ordered to evacuate the building and notice anything out of the ordinary or suspicious,