NEVER ENDANGER YOUR PERSONAL SAFETY

Building evacuation IS MANDATORY whenever a fire alarm sounds. Every supervisor is responsible for having staff and students read and familiarize themselves with these procedures. Every building occupant is responsible for knowing these procedures.
This plan is part of the comprehensive emergency preparedness planning system at the University of Minnesota (UM) which is striving to build a disaster resistant institution. In keeping with this philosophy the plan will be reviewed and updated annually. As the plan is updated it will be approved by and copied to the Department of Emergency Management. Once this plan is complete the Building Contact will be responsible for creating and placing an evacuation plan near every entrance/exit to their building. This map will include locations of every exit, stairwell, Automated External Defibrillator (AED), Tone Alert Radio (TAR), severe weather shelter, and fire extinguisher. Annual training on this plan must include all key staff members and building occupants. The Department of Emergency Management is to provide assistance to the building occupants in accomplishing this training.
# TABLE OF CONTENTS

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMERGENCY</td>
<td>4</td>
</tr>
<tr>
<td>NON-EMERGENCY BUILDING ISSUES</td>
<td>4</td>
</tr>
<tr>
<td>EMERGENCY CONTACT LIST</td>
<td>5</td>
</tr>
<tr>
<td>EQUIPMENT LOCATION</td>
<td>5</td>
</tr>
<tr>
<td>EVACUATION PROCEDURES</td>
<td>6</td>
</tr>
<tr>
<td>CAMPUS EVACUATION</td>
<td>6</td>
</tr>
<tr>
<td>BUILDING EVACUATION</td>
<td>6</td>
</tr>
<tr>
<td>ASSIST PEOPLE WITH DISABILITIES DURING AN EVACUATION</td>
<td>7</td>
</tr>
<tr>
<td>FIRE</td>
<td>8</td>
</tr>
<tr>
<td>WEATHER</td>
<td>9</td>
</tr>
<tr>
<td>EMERGENCY CLOSING DUE TO WEATHER</td>
<td>10</td>
</tr>
<tr>
<td>WATER DAMAGE – LEAKS OR FLOODING</td>
<td>10</td>
</tr>
<tr>
<td>BIOLOGICAL</td>
<td>11</td>
</tr>
<tr>
<td>CHEMICAL</td>
<td>12</td>
</tr>
<tr>
<td>MEDICAL</td>
<td>13</td>
</tr>
<tr>
<td>CRIME/SECURITY</td>
<td>14</td>
</tr>
<tr>
<td>SUSPICIOUS ACTIVITY</td>
<td>15</td>
</tr>
<tr>
<td>THREATENING BEHAVIOR IN THE WORKPLACE</td>
<td>16</td>
</tr>
<tr>
<td>BOMB THREAT OR DEVICE FOUND</td>
<td>17</td>
</tr>
<tr>
<td>THREATENING PACKAGE</td>
<td>18</td>
</tr>
<tr>
<td>ACTIVE SHOOTER</td>
<td>19</td>
</tr>
<tr>
<td>INCIDENT REPORT FORM</td>
<td>20</td>
</tr>
<tr>
<td>SUSPECT DESCRIPTION SHEET</td>
<td>21</td>
</tr>
<tr>
<td>EVACUATION MAPS</td>
<td>22-90</td>
</tr>
</tbody>
</table>
EMERGENCY
If there is a threat to people, property, facilities or otherwise:

1. Call 911 *Remain calm.*

2. Report the type of Emergency:
   - □ Fire *Pull Alarm if possible.*
   - □ Bomb
   - □ Medical
   - □ Criminal or threatening behavior
   - □ Terrorist threat
   - □ Major flooding
   - □ Biological contamination
   - □ Chemical spill

3. Report the Location:
   Rapson Hall
   89 Church Street Southeast, Minneapolis, MN 55455
   Building Number: 112
   *State the exact location within building where the incident occurred/is occurring.*

NON-EMERGENCY BUILDING ISSUES
(For example: No electricity, minor water leaks, elevator failure.)

1. **Monday – Friday 8:00 - 4:30**
   Call Facilities Management: 612-624-2900
   **Evenings, Weekends, and Holidays**
   Call Building Automation: 612-625-0011 (for Minneapolis campus)

2. No response or other issues contact the Building Contact:
   Holley Locher, 612-625-8261 or 612-865-3842

NEVER ENDANGER YOUR PERSONAL SAFETY
EMERGENCY CONTACT LIST

If you suspect an immediate threat to people or facilities:

DIAL 911

General Building Problems Monday – Friday 8-4:30
No Response, Evenings, Weekends, Holidays

Dial: 612-624-2900
Dial: 612-624-3357

Local Contacts
These contacts will respond to the emergency and follow up with calls to remaining people on the list.

<table>
<thead>
<tr>
<th>Contacts</th>
<th>Name</th>
<th>Work Phone / Pager</th>
<th>Home Phone</th>
<th>Cell Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Primary Contact</td>
<td>Paul Drews</td>
<td>612-626-0493</td>
<td>n/a</td>
<td>612-290-2672</td>
</tr>
<tr>
<td>Secondary Contact</td>
<td>Holley Locher</td>
<td>612-625-8261</td>
<td>n/a</td>
<td>612-865-3842</td>
</tr>
<tr>
<td>Tertiary Contact</td>
<td>Julie Hillman</td>
<td>612-624-7721</td>
<td>n/a</td>
<td>612-978-7129</td>
</tr>
</tbody>
</table>

Equipment Location

<table>
<thead>
<tr>
<th>Equipment</th>
<th>Location(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tone Alert Radio (TAR)</td>
<td>101 Rapson</td>
</tr>
<tr>
<td>Weather Radio</td>
<td>None</td>
</tr>
<tr>
<td>Automated External Defibrillator (AED)</td>
<td>Atrium (outside of 109 Rapson)</td>
</tr>
</tbody>
</table>

If the media calls refer them to University Relations at (612) 624-6868.
EVACUATION PROCEDURES

Campus Evacuation
If a complete campus evacuation and closure is necessary, it will be announced and coordinated by the University of Minnesota Officer of the Day. Notifications will arrive via text, the Tone Alert radio, phone calls, general announcements, via email, and posted on the University website.

Building Evacuation
Evacuation may not be necessary unless the incident has generated a hazardous materials incident or there is an immediate health and safety risk, such as fire. Any fire alarm requires an IMMEDIATE EVACUATION.

IF EVACUATION IS NECESSARY:

- Secure your workstation. Close door but DO NOT LOCK it.
- If time allows consider taking your car keys, coat, purse, etc. with you, as you may not be able to reenter the building. If danger is imminent evacuate immediately without taking the time to gather these items.
- Know and use the closest evacuation route and emergency exits. DO NOT use elevators.
- Exit in a single line, keeping to the right on stairs, to allow emergency personnel to pass.
- Remain quiet and listen for any instructions.
- Assist in moving disabled persons to exits or leave them in a safe area and inform emergency personnel of disabled person’s location immediately.
- Go immediately to the grassy knoll between Rapson and Civil Engineering or to Lilly Plaza across the street on the west side of Rapson Hall to be sure all employees have evacuated. Contact emergency personnel if an employee is missing.

NEVER ENDANGER YOUR PERSONAL SAFETY
ASSIST PEOPLE WITH DISABILITIES DURING AN EVACUATION

We are all responsible for assisting a person with a disability to the nearest safe emergency exit. Please help the people in your area. Specifically, each department is responsible for planning for the safety of known persons with disabilities working in their area.

If you are unable to help the person exit, please leave them in the designated Point-Of-Rescue Location. Immediately inform emergency personnel of disabled person’s location in the building.

The designated Point-of-Rescue Location for your building varies depending upon the department. Consult with department leadership for specific information in your area.

Visually Impaired Persons
- Announce the type of emergency
- Offer your arm for guidance and tell persons where you are going
- Name obstacles they will encounter
- When safe, ask if they need additional help.

People With Hearing Limitations
- Turn lights on/off
- Indicate directions with gestures, or write a note with evacuation directions.

People Using Crutches, Canes, Walkers
- Assist and accompany to evacuation site or point of rescue
- Use a sturdy chair (or one with wheels) to move person or
- Help carry individual to safety.

Wheelchair Users
The needs of those who use a wheelchair vary. At ground floor they may exit without help.
- Wheelchair users with electrical respirators get priority assistance followed by persons with respiratory complications. Remove from smoke/vapors immediately.
- Most wheelchairs are too heavy to take down stairs, so consult with person to determine best carry options.
- Others have minimal ability to move, so lifting them may be dangerous.
- Reunite person with the chair ONLY when it is safe to do so.

If You Are Not Able to Assist a Person Out of the Building
- Leave them in an identifiable location out of the path of exiting people.
- Immediately find emergency personnel and give concise location of and directions to disabled person.
- Emergency personnel will assist with evacuation of disabled persons.

The appropriate emergency authority will issue an "All Clear" when it is safe to return to the building. Do not return until the “All Clear” is given!

Your CDes Building Contact is Holley Locher, 612-625-8261 or 612-865-3842.

NEVER ENDANGER YOUR PERSONAL SAFETY
FIRE

Pull the ALARM if possible when discovering fire or heavy smoke.

1. Call 911 and remain calm if you are not in danger.
   Information 911 needs
   Emergency Type: Fire
   Building: Rapson Hall
   Building Number: 112
   Address: 89 Church Street Southeast, Minneapolis, MN 55455
   Location in building: Floor or room
   Details of fire If known

2. EXIT BUILDING.
   ➢ Secure workstations/close doors. Do NOT lock.
   ➢ DO NOT use elevators.
   ➢ Use closest evacuation route and emergency exits.
   ➢ If caught in smoke, crouch low to the floor, hold cloth to your nose, take short
     breaths and crawl to nearest exit.
   ➢ Form single-file line on stairs; keep to right, to allow emergency personnel to
     pass.
   ➢ Remain quiet and listen for instructions.
   ➢ Assist disabled persons out of building or move to designated Point-of-Rescue
     Location.
   ➢ Report anyone refusing to leave and unmovable disabled persons to the fire
     department immediately upon exiting.
   ➢ Go immediately to the grass knoll between Rapson and Civil Engineering or to
     Lilly Plaza across the street on the west side of Rapson Hall to be sure all
     employees have evacuated. Contact emergency personnel if an employee is
     missing.

The Building Contact must have clearance from the fire department indicating “all clear” before
anyone reenters the building.

NEVER ENDANGER YOUR PERSONAL SAFETY

The elevator and ventilation system will stop and
may not restart automatically.
Call 625-0011 if necessary to restart systems.
WEATHER

Definition of Tornado or Weather Watch:
Weather conditions are right for a tornado/weather to develop. Nothing has been sighted.

Definition of Tornado or Very Destructive Winds Warning:
A confirmed tornado sighting or a minimum of 75 mph winds.

Directions:
This building is located in Hennepin County.
- The Weather/Tone Alert Radio located in 101 Rapson will sound.
- Report of a watch: Monitor the radio until the National Weather Service dismisses the watch.
- Report of tornado/destructive winds warning: Listen to the report. If the warning includes Hennepin County, all occupants should go to a safe area during a warning and remain until the danger is over.

The safest place, during bad weather, is the basement, tunnel or inner hallway on the lowest floor of a building, away from entrances/window. Avoid large areas with poorly supported roofs. If caught outside lay down flat in nearest depression, ditch or ravine. Refer to severe weather / evacuation maps for safe locations.

Spreading the Word To Building Occupants:

EMERGENCY RESPONSE TEAMS (ERT) DURING NORMAL BUSINESS HOURS:
- Basement Level – Landscape Architecture ERT
- 1st Floor – Dean’s Office ERT
- 2nd Floor – Architecture ERT
- 3rd Floor – Student Services ERT

DURING EVENINGS AND WEEKENDS:
- No Notification Plan in Place. Instructors are advised to be aware of the potential of severe weather and check the internet for local radar updates.

NEVER ENDANGER YOUR PERSONAL SAFETY
EMERGENCY CLOSING DUE TO WEATHER

- Staff should listen to WCCO for official closing information (830 AM).
- Check the official University of Minnesota website
  http://www1.umn.edu/twincities/index.php

WATER DAMAGE – LEAKS OR FLOODING

- STOP THE WATER!
  CALL Facilities Management 4-2900

  NO ANSWER or EVENINGS & WEEKENDS
  Call 625-0011 in MINNEAPOLIS

  Building Name: Rapson Hall
  Building # 112
  Exact Location of Leak:
  Severity of leak:

- Stabilize the Area: Cover vital equipment with plastic to stop further damage. Direct large leaks into garbage cans using the plastic as a funnel.
- Remove threatened, undamaged materials to a safe location.
- When time permits, or if help is needed, contact the Building Contact.
- Do not remove the plastic until “All Clear” is given by the Building Contact.

NEVER ENDANGER YOUR PERSONAL SAFETY
BIOLOGICAL

Based on the general research and classroom activities, it is unlikely that a biological spill or exposure will occur in Rapson Hall. In the event there is a biohazardous material spill or exposure* to infectious material, do not panic. Proceed with the following:

- Notify all laboratory personnel of the spill.
- Restrict access to spill area.
- Remove all contaminated clothing and place in a biohazardous (autoclave) bag.
- If skin is contaminated, wash immediately with mild soap and water.
- In case of exposure*, seek medical help immediately.
- Put on clean gloves and face mask.
- Place absorbent pads on spilled material.
- Spray pads with a disinfectant.
- Have someone else call Environmental Health and Safety Office from a lab phone and report the incident.

EHS Office: 626-6002
After hours: 911

- Do not attempt to clean up infectious material spills without the use of appropriate protective equipment!

*EXPOSURE INCIDENTS must be reported IMMEDIATELY. They include:

- animal bites and scratches
- needle sticks
- eye, nose, mouth, or broken skin contact with blood and/or other infectious materials.

NEVER ENDANGER YOUR PERSONAL SAFETY
CHEMICAL

In case of chemical spills, do not panic. Proceed with the following:

1. Evacuate
   - Leave spill area immediately.
   - Alert others in the area and direct/assist them in leaving.
   - Do not use elevators.
   - Without endangering yourself: remove victims to fresh air, remove contaminated clothing and flush contaminated skin and eyes with water for 15 minutes. If anyone has been injured or exposed to toxic chemicals or chemical vapors, call 911 and seek medical attention immediately.

2. Confine/Contain
   - Block off entrances to the spill site and prevent people from entering the contaminated area.
   - Close fire doors and isolate area.
   - Never re-enter chemical spill area without appropriate protective equipment. You may endanger your life and health.

3. Report
   - Call 911 after hours for large spills involving:
     - Injury that requires medical treatment
     - Fire or explosion hazards
     - Potentially life threatening gases and/or vapors
   - During working hours, call Environmental Health and Safety Office to report the incident.

EHS Office: 626-6002
After hours: 911

NEVER ENDANGER YOUR PERSONAL SAFETY
MEDICAL

- CALL 911 and remain calm.

  Information 911 needs:
  
  | Emergency:       | Medical          |
  | Building:        | Rapson Hall      |
  | Building Number: | 112              |
  | Address:         | 89 Church Street Southeast |
  |                  | Minneapolis, MN 55455 |

  Nature of the injury/illness: Describe situation

- Send another person to the entrance to guide paramedics to the person.
- Provide first aid only if you are qualified.
- DO NOT move the person but try to make them comfortable.
- Do not administer any medications unless the person is carrying them and can give you instructions.

  A defibrillator is located on the wall outside of room 109 Rapson.

NEVER ENDANGER YOUR PERSONAL SAFETY
CRIME/SECURITY

Call 911 if:

- A crime or disturbance is in progress.
- You are suspicious of someone's actions.
- You feel uncomfortable (harassment, inappropriate behavior, threatening behavior).

Information 911 needs:

- Emergency: Criminal
- Building: Rapson Hall
- Building Number: 112
- Address: 89 Church Street Southeast
  Minneapolis, MN 55455

Be prepared to identify/describe the suspect. (See Suspect Description Sheet on page 21 for help.) Note: The witness reporting a crime must remain for the police interview. The police will not come and take a second hand report.

The police are here for your protection. Do not hesitate to call them.

NEVER ENDANGER YOUR PERSONAL SAFETY
SUSPICIOUS ACTIVITY

IF SOMEONE IS TRYING TO REMOVE FURNITURE/EQUIPMENT FROM THE BUILDING

➢ Ask to see identification or a work order. If they refuse, call the Police (911).
➢ **Weekends/evenings** call the police immediately if they refuse to give you ID. Follow up with a call to the Building Contact.

QUESTION STRANGERS IN STAFF AREAS AND ESCORT THEM TO AND FROM THEIR DESTINATIONS

➢ “May I help you?” is a polite way to ask someone why he or she is in a particular area.
➢ If the person is hesitant to answer, ask who or what he or she is trying to find. This line of questioning usually will determine whether or not the person belongs in the space.
➢ Call the police if the stranger refuses to answer or will not leave the area.

INAPPROPRIATE BUT NON-THREATENING BEHAVIOR

➢ If people are doing inappropriate things in the building, but are non-threatening, call the police.

SECURITY MONITOR PROGRAM

➢ Security monitors are on duty, weekends and evenings on campus. These monitors are available to answer your security concerns. Don’t hesitate to call (4-WALK) to ask them a question.

IF YOU FEEL UNCOMFORTABLE WITH A SITUATION OR PERSON

➢ Let the police decide if it is an emergency or not. If the police do not handle your call appropriately or don't respond, contact your supervisor.

NEVER ENDANGER YOUR PERSONAL SAFETY
THREATENING BEHAVIOR IN THE WORKPLACE

- Call 911 for police assistance if you observe violence taking place or feel there may be an immediate threat to someone’s safety.

- All faculty, staff, and student workers should communicate to a supervisor/administrator knowledge of violence or threat-related behaviors including weapon possession.

- Administrators and supervisors should call Human Resources at 5-2000 if they feel there is an emerging potential threat to someone’s safety. They will receive voice directions and someone will call back. Note – this is NOT an emergency number but rather a preemptive option.

Need an immediate response? After hours?
Call 911.
BOMB THREAT/ OR DEVICE FOUND

IF SOMEONE CALLS IN A THREAT:

1. Remain calm.

2. Keep the caller on the phone, someone else should dial 911 and relay information. If you are alone, try to get as much information as possible, then dial 911.

   Write down exact words of the caller and keep the caller on the line:
   ➢ Location of bomb.
   ➢ Time it will explode.
   ➢ What kind of bomb is it and what does it look like?
   ➢ Did you place the bomb? Why?
   ➢ What is your name, address, and phone number?
   ➢ Will you help the police locate the bomb?

3. Dial 911: “I have received a bomb threat.”
   Building: Rapson Hall
   Address: 89 Church Street Southeast, Minneapolis, MN 55455

   Try to remember caller's voice and describe it to the police.
   Calm Nasal Angry Broken Excited Stressed Lisp Rapid Giggling
   Deep Crying Squeaky Stutter Slow Sincere Accent Loud Slurred Disguised
   Is the voice familiar?
   Who did it sound like?
   Were there any background noises?

4. Evacuate if instructed by the police.

IF AN EXPLOSIVE DEVICE IS FOUND IN BUILDING

1. Do NOT touch anything! Dial 911.

2. Prepare to evacuate the building if instructed by police.

3. Evacuation Procedure:

   *See appendix for Evacuation and Floor Plans

4. All persons must wait for an “ALL CLEAR” clearance from the Emergency Personnel before he or she can re-enter the building. Keep in mind that the primary concern is life safety.

NEVER ENDANGER YOUR PERSONAL SAFETY
THREATENING PACKAGE

The United States Postal Service and the FBI offer the following advisory information:

1. Remain calm.
2. Dial 911
   Emergency: “I have received a suspicious-looking package.”
   Building: Rapson Hall
   Address: 89 Church Street Southeast, Minneapolis, MN 55455

Follow instructions from Police and Emergency Personnel.

SUSPICIOUS MAIL ALERT

If you receive a suspicious letter or package:

1. Handle with care. Don’t shake or bump.
2. Isolate it immediately
3. Don’t open, smell, touch or taste.
4. Treat it as suspect. Call local law enforcement authorities.

For a Bomb:
Isolate immediately
Call Police
Contact Postal Inspectors
Call Local Fire Department/HAZMAT Unit

For Radiological:
Isolate – Do Not Handle
Evacuate Area
Shelter Yourself From Object
Call Police
Contact Postal Inspectors
Call Local Fire Department/HAZMAT Unit

For Biological or Chemical:
Isolate – Do Not Handle
Evacuate Immediate Area
Wash Your Hands With Soap and Warm Water
Call Police
Contact Postal Inspectors
Call Local Fire Department/HAZMAT Unit
ACTIVE SHooter

An active shooter scenario is a rapidly changing situation. The guidelines below should be considered during this type of emergency, but your specific situation may require deviation from these suggestions. USE COMMON SENSE.

If escape is possible:

1. If it is safe to escape from the building, do so.
2. Seek cover far away from the building, keeping solid objects, a car, a tree, another building, etc, between you and the shooter whenever possible.
3. Dial 911 when you are a safe distance away.
4. Be mindful of approaching emergency vehicles and obey all directions given to you by law enforcement personnel.

If you cannot escape:

1. Upon learning of a shooter in the building, immediately close and lock your office door. If possible, barricade the door with furniture, desks, filing cabinets, etc.
2. If you can do so safely, allow others to take shelter with you.
   - Remember the safety of the many vs. the safety of the few.
   - Rescue attempts should only be made if they do not endanger the lives of those already in a secured area.
   - The shooter may bang on the door and yell for help to entice you to open the door.
   - If the person at the door claims to be law enforcement, ask for their identification to be slid under the door.
   - When in doubt, do NOT open the door.
3. Block interior windows and/or close interior blinds whenever possible.
4. Turn off all radios/speakers and computer monitors and silence cell phones.
5. Place signs in exterior windows to identify the location of injured persons.
6. After securing the room all occupants should take cover where they can not be seen.
   - Choose a location that may offer additional protection, behind desks, filing cabinets, or walls.
   - Occupants should NOT group together. Remain spread apart.
7. Dial 911 if it is safe to do so. Give your location and a description of the shooter.
8. Remember that responding law enforcement personnel (LEP) will not know whether or not you are a threat.
   - FOLLOW ALL DIRECTIONS FROM LEP.
   - Do not make sudden moves around LEP.
   - Keep hands visible and empty at all times near LEP.
   - LEP may order you to keep your hands on your head, search you, or point their guns at you.
   - Remember that LEP will not treat the injured nor evacuate civilians until they are sure the threat is neutralized. Remain calm and stay still until LEP tell you to move.

NEVER ENDANGER YOUR PERSONAL SAFETY
INCIDENT REPORT FORM

Date:
Time:
Location:
Type of Incident: Crime/Conflict/Emergency/Other
Name of Reporting person:
Phone:
Unit: (if staff)
If applicable:
Witness Name / Phone:
Witness Name / Phone:

If a crime was committed, give a brief description of the person:
Height:
Weight:
Hair Color:
Sex:
Description of clothing the person was wearing:

Problem:

Action Taken:
Called 911: Police Medical Emergency Fire
Called Facilities Management/Automation for building emergency
Contacted Security Monitor
Contacted Building Contact
Reported to Supervisor
Other

Please select the recipient(s) for your message:

They will decide what kind of action to take, depending on the circumstances. This action will usually include notifying the proper supervisor and/or Human Resources.
SUSPECT DESCRIPTION SHEET

Include with incident report form

Name ____________________________________________

Address/Unit ____________________________________________

Phone __________________________ Email ____________________________

Suspect’s Attributes:
Age:
Sex:
Height:
Weight:
Race:

Clothing: (also absence of clothing)
Hat:
Mask:
Shirt:
Jacket/coat:
Pants:
Shirt:
Shoes:
Ring:
Necklace:
Glasses:
Other:

Characteristics:
Gait:
Mannerisms/Gestures:
Speech:

Distinguishing Features: (color, style, tattoos, scars, etc)
Eyes:
Hair:
Face:
Neck:
Arms:
Hands:
Chest:
Back:
Legs:
Feet:

Direction of exit, indicates next stop:

Type of Suspicious or Criminal Activity:
EMERGENCY EXIT PLAN

RAPSON HALL  |  89 CHURCH STREET SE  |  MINNEAPOLIS, MN 55414

CURRENT LOCATION
ROOM 1 | BASEMENT

<table>
<thead>
<tr>
<th>FIRE</th>
<th>MEDICAL</th>
<th>TORNADO WARNING</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Open door only when you know it is safe.</td>
<td>- Stay with and keep the victim comfortable.</td>
<td>- Stay informed when any severe weather is imminent.</td>
</tr>
<tr>
<td>- Activate nearest fire alarm and evacuate the building. See EMERGENCY EXIT PLAN above for location.</td>
<td>- Yell for help!</td>
<td>- Get away from windows.</td>
</tr>
<tr>
<td>- Close door to contain fire.</td>
<td>- Give first aid only if qualified.</td>
<td>- Go to basement, inside hallway, or designated safety areas.</td>
</tr>
<tr>
<td>- Rescue others who need help. Get out immediately. Don't lose your life over your possessions.</td>
<td>- Call 911 - Tell operator: A. Location - building, floor, room.</td>
<td>- Avoid places with wide-open roofs such as auditoriums, cafeterias, or large hallways.</td>
</tr>
<tr>
<td>- Never take the elevator. Use stairs only.</td>
<td>B. Phone number you are using.</td>
<td>- Get under a piece of sturdy furniture such as a workbench or heavy table or desk to hold on to it.</td>
</tr>
<tr>
<td>- CALL 911 - Give location (listed above)</td>
<td>C. What happened - fall, heart attack, chemical spill?</td>
<td>- Use arms to protect head and neck.</td>
</tr>
<tr>
<td>- Keep fire ladders, hydrants, and walkways clear for emergency crews.</td>
<td>D. How many people need help.</td>
<td>Approved by the Department of Emergency Management in July 2011</td>
</tr>
</tbody>
</table>

COLLEGE OF DESIGN UNIVERSITY OF MINNESOTA
EMERGENCY EXIT PLAN

RAPSON HALL | 89 CHURCH STREET SE | MINNEAPOLIS, MN 55414

CURRENT LOCATION
ROOM 2 | BASEMENT

<table>
<thead>
<tr>
<th>FIRE</th>
<th>MEDICAL</th>
<th>TORNADO WARNING</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Open door only when you know it is safe.</td>
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<td>- Close door to contain fire.</td>
<td>- Give first aid only if qualified.</td>
<td>- Go to basement, inside hallway, or designated safety areas.</td>
</tr>
<tr>
<td>- Rescue others who need help. Get out immediately. Don't lose your life over your possessions.</td>
<td>- Call 911. Tell operator:</td>
<td>- Avoid areas with wide-span roofs such as auditoriums, cafeterias, or large hallways.</td>
</tr>
<tr>
<td>- Never take the elevator. Use stairs only.</td>
<td>A. Location - building, floor, room.</td>
<td>- Get under a piece of sturdy furniture such as a workbench or heavy table or desk to hold onto it.</td>
</tr>
<tr>
<td>- CALL 911. Give location (listed above)</td>
<td>B. Phone number you are using.</td>
<td>- Use arms to protect head and neck.</td>
</tr>
<tr>
<td>- Keep fire hose, hydrants, and walkways clear for emergency crews.</td>
<td>C. What happened - fall, heart attack, chemical spill?</td>
<td></td>
</tr>
<tr>
<td></td>
<td>D. How many people need help.</td>
<td><strong>Approved by the Department of Emergency Management in July 2011.</strong></td>
</tr>
<tr>
<td></td>
<td>E. Condition of victims.</td>
<td>COLLEGE OF DESIGN UNIVERSITY OF MINNESOTA</td>
</tr>
<tr>
<td></td>
<td>F. Don't hang up until asked to do so.</td>
<td>23</td>
</tr>
</tbody>
</table>
EMERGENCY EXIT PLAN

RAPSON HALL  |  89 CHURCH STREET SE  |  MINNEAPOLIS, MN 55414

CURRENT LOCATION
ROOM 3 | BASEMENT

<table>
<thead>
<tr>
<th>FIRE</th>
<th>MEDICAL</th>
<th>TORNADO WARNING</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Open door only when you know it is safe.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Activate nearest fire alarm and evacuate the building. See EMERGENCY EXIT PLAN above for location.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Close door to contain fire.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Rescue others who need help. Get out immediately. Don't lose your life over your possessions.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Never take the elevator. Use stairs only.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- CALL 911. Give location (listed above).</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Keep fire ladders, hydrants, and walkways clear for emergency crews.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Stay with and keep the victim comfortable.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Yell for help!</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Give first aid only if qualified.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Call 911. Tell operator:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>A. Location - building, floor, room.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>B. Phone number you are using.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>C. What happened - fall, heart attack, chemical spill.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>D. How many people need help.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>E. Condition of victim.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>F. Don't hang up until asked to do so.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>G. Only persons currently licensed in administering CPR/FIRST AID should do so.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>H. Someone needs to meet medical personnel to bring to specific location.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Stay informed when any severe weather is imminent.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Get away from windows.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Go to basements, inside hallway, or designated safety areas.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Avoid places with wide-open roofs such as auditoriums, cathedrals, or large buildings.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Get under a piece of sturdy furniture such as a workbench or heavy table or desk to hold on to it.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Use arms to protect head and neck.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Approved by the Department of Emergency Management in July 2011

COLLEGE OF DESIGN  UNIVERSITY OF MINNESOTA
# EMERGENCY EXIT PLAN

**RAPSON HALL | 89 CHURCH STREET SE | MINNEAPOLIS, MN 55414**

---

## FIRE
- Open door only when you know it is safe.
- Activate nearest fire alarm and evacuate the building. See EMERGENCY EXIT PLAN above for locations.
- Close door to contain fire.
- Rescue others who need help. Get out immediately. Don’t lose your life over your possessions.
- Never take the elevator. Use stairs only.
- CALL 911. Give location (listed above).
- Keep fire lists, hydrants, and walkways clear for emergency crews.

## MEDICAL
- Stay with and keep the victim comfortable.
- Yell for help!
- Give first aid only if qualified.
- Call 911 - Tell operator:
  - Location - building, floor, room.
  - Phone number you are using.
  - What happened - fall, heart attack, chemical spill?
  - How many people need help.
  - Condition of victims.
  - Don’t hang up until asked to do so.
  - Only persons currently licensed in administering CPR/FIRST AID should do so.
  - Someone needs to meet medical personnel to bring to specific location.

## TORNADO WARNING
- Stay informed when severe weather is imminent
- Get away from windows.
- Go to basement, inside hallway, or designated safety areas.
- Avoid pieces with wide-span roofs such as auditoriums, cafeterias, or large hallways.
- Get under a piece of sturdy furniture such as a workbench or heavy table or desk to hold on to it.
- Use arms to protect head and neck

---

Approved by the Department of Emergency Management in July 2011

---

**CURRENT LOCATION**

**ROOM 2 | BASEMENT**

---

<table>
<thead>
<tr>
<th>FIRE</th>
<th>MEDICAL</th>
<th>TORNADO WARNING</th>
</tr>
</thead>
<tbody>
<tr>
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</tr>
</tbody>
</table>

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**COLLEGE OF DESIGN UNIVERSITY OF MINNESOTA**
EMERGENCY EXIT PLAN

RAPSON HALL | 89 CHURCH STREET SE | MINNEAPOLIS, MN 55414

CURRENT LOCATION
ROOM 13 | BASEMENT

FIRE
- Open door only when you know it is safe.
- Activate nearest fire alarm and evacuate the building. See EMERGENCY EXIT PLAN above for locations.
- Close door to contain fire.
- Rescue others who need help. Get out immediately. Don’t lose your life over your possessions.
- Never take the elevator. Use stairs only.
- CALL 911 - Give location (listed above)
- Keep fire ladders, hydrants, and walkways clear for emergency crews.

MEDICAL
- Stay with and keep the victim comfortable.
- Yell for help!
- Give first aid only if qualified.
- Call 911 - Tell operator:
  A. Location - building, floor, room.
  B. Phone number you are using.
  C. What happened - fall, heart attack, chemical spill?
  D. How many people need help.
  E. Condition of victims.
  F. Don’t hang up until asked to do so.
  G. Only persons currently trained in administering CPR/ FIRST AID should do so.
  H. Someone needs to meet medical personnel to bring to specific location

TORNOADO WARNING
- Stay informed when any severe weather is imminent
- Get away from windows.
- Go to basement, inside hallway, or designated safety areas.
- Avoid places with wide-span roofs such as auditoriums, cafeterias, or large hallways.
- Get under a piece of sturdy furniture such as a workbench or heavy table or desk to hold on to it.
- Use arms to protect head and neck

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COLLEGE OF DESIGN UNIVERSITY OF MINNESOTA

28
EMERGENCY EXIT PLAN

RAPSON HALL | 89 CHURCH STREET SE | MINNEAPOLIS, MN 55414

CURRENT LOCATION
ROOM 15 | BASEMENT

<table>
<thead>
<tr>
<th>FIRE</th>
<th>MEDICAL</th>
<th>TORNADO WARNING</th>
</tr>
</thead>
</table>
| - Open door only when you know it is safe.  
- Activate nearest fire alarm and evacuate the building. See EMERGENCY EXIT PLAN above for locations.  
- Close door to contain fire.  
- Rescue others who need help. Get out immediately. Don't lose your life over your possessions.  
- Never take the elevator. Use stairs only.  
- CALL 911. Give location (listed above)  
- Keep fire ladders, hydrants, and walkways clear for emergency crews. | - Stay with and keep the victim comfortable.  
- Yell for help!  
- Give first aid only if qualified.  
- Call 911 - Tell operator:  
A. Location - building, floor, room.  
B. Phone number you are using.  
C. What happened - fall, heart attack, chemical spill?  
D. How many people need help.  
E. Condition of victims.  
F. Don't hang up until asked to do so.  
G. Only persons currently trained in administering CPR/FIRST AID should do so.  
H. Someone needs to meet medical personnel to bring to specific location | - Stay informed when any severe weather is imminent  
- Get away from windows.  
- Go to basement, inside hallway, or designated safety areas.  
- Avoid pieces with wide-span roofs such as auditoriums, cafeterias, or large hallways.  
- Get under a piece of sturdy furniture such as a workbench or heavy table or desk to hold on to it.  
- Use arms to protect head and neck |

Approved by the Department of Emergency Management in July 2011

COLLEGE OF DESIGN UNIVERSITY OF MINNESOTA
EMERGENCY EXIT PLAN
RAPSON HALL | 89 CHURCH STREET SE | MINNEAPOLIS, MN 55414

CURRENT LOCATION
ROOM 19 | BASEMENT

<table>
<thead>
<tr>
<th>FIRE</th>
<th>MEDICAL</th>
<th>TORNADO WARNING</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Open door only when you know it is safe.</td>
<td>- Stay with and keep the victim comfortable.</td>
<td>- Stay informed when any severe weather is imminent</td>
</tr>
<tr>
<td>- Activate nearest fire alarm and evacuate the building. See EMERGENCY EXIT PLAN above for location.</td>
<td>- Yell for help!</td>
<td>- Get away from windows.</td>
</tr>
<tr>
<td>- Close door to contain fire.</td>
<td>- Give first aid only if qualified.</td>
<td>- Go to basement, inside hallways, or designated safety areas.</td>
</tr>
<tr>
<td>- Rescue others who need help. Get out immediately. Don’t lose your life over your possessions.</td>
<td>- Call 911 - Tell operator: A. Location - building, floor, room.</td>
<td>- Avoid places with wide-span roofs such as auditoriums, cafeterias, or large hallways.</td>
</tr>
<tr>
<td>- Never take the elevator. Use stairs only.</td>
<td>B. Phone number you are using.</td>
<td>- Get under a piece of sturdy furniture such as a workbench or heavy table or desk to hold on to it.</td>
</tr>
<tr>
<td>- CALL 911 - Give location (listed above)</td>
<td>C. What happened - fall, heart attack, chemical spill</td>
<td>- Use arms to protect head and neck</td>
</tr>
<tr>
<td>- Keep fire ladders, hydrants, and walkways clear for emergency crews.</td>
<td>D. How many people need help.</td>
<td>Approved by the Department of Emergency Management in July 2011</td>
</tr>
</tbody>
</table>

COLLEGE OF DESIGN UNIVERSITY OF MINNESOTA

30
EMERGENCY EXIT PLAN

RAPSON HALL | 89 CHURCH STREET SE | MINNEAPOLIS, MN 55414

CURRENT LOCATION
ROOM 31 | BASEMENT

<table>
<thead>
<tr>
<th>FIRE</th>
<th>MEDICAL</th>
<th>TORNADO WARNING</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Open door only when you know it is safe.</td>
<td>- Stay with and keep the victim comfortable.</td>
<td>- Stay informed when any severe weather is imminent.</td>
</tr>
<tr>
<td>- Activate nearest fire alarm and evacuate the building. See EMERGENCY EXIT PLAN above for locations.</td>
<td>- Yell for help!</td>
<td>- Get away from windows.</td>
</tr>
<tr>
<td>- Close door to contain fire.</td>
<td>- Give first aid only if qualified.</td>
<td>- Go to basement, inside hallway, or designated safety areas.</td>
</tr>
<tr>
<td>- Rescue others who need help. Get out immediately. Don't lose your life over your possessions.</td>
<td>- Call 911 - Tell operator:</td>
<td>- Avoid places with wide-span roofs such as auditoriums, cafeteries, or large hallways.</td>
</tr>
<tr>
<td>- Never take the elevator. Use stairs only.</td>
<td>A. Location - building, floor, room.</td>
<td>- Get under a piece of sturdy furniture such as a workbench or heavy table or desk to hold on to it.</td>
</tr>
<tr>
<td>- CALL 911. Give location (listed above)</td>
<td>B. Phone number you are using.</td>
<td>- Use arms to protect head and neck.</td>
</tr>
<tr>
<td>- Keep fire ladders, hydrants, and walkways clear for emergency crews.</td>
<td>C. What happened - fall, heart attack, chemical spill!</td>
<td></td>
</tr>
</tbody>
</table>

Approved by the Department of Emergency Management in July 2011

COLLEGE OF DESIGN, UNIVERSITY OF MINNESOTA

31
EMERGENCY EXIT PLAN

RAPSON HALL  |  89 CHURCH STREET SE  |  MINNEAPOLIS, MN 55414

CURRENT LOCATION
ROOM 33  |  BASEMENT

<table>
<thead>
<tr>
<th>FIRE</th>
<th>MEDICAL</th>
<th>TORNADO WARNING</th>
</tr>
</thead>
</table>
| - Open door only when you know it is safe.  
- Activate nearest fire alarm and evacuate the building. See EMERGENCY EXIT PLAN above for location.  
- Close door to contain fire.  
- Rescue others who need help. Get out immediately. Don’t lose your life over your possessions.  
- Never take the elevator. Use stairs only.  
- CALL 911 - Give location (listed above)  
- Keep fire ladders, hydrants, and walkways clear for emergency crews. | - Stay with and keep the victim comfortable.  
- Yell for help!  
- Give first aid only if qualified.  
- Call 911 - Tell operator:  
  A. Location - building, floor, room.  
  B. Phone number you are using.  
  C. What happened - fall, heart attack, chemical spill?  
  D. How many people need help.  
  E. Condition of victims.  
  F. Don’t hang up until asked to do so.  
  G. Only persons currently trained in administering CPR/FIRST AID should do so.  
  H. Someone needs to meet medical personnel to bring to specific location. | - Stay informed when any severe weather is imminent.  
- Get away from windows.  
- Go to basement, inside hallways, or designated safety areas.  
- Avoid places with wide-open roofs such as auditoriums, cafeterias, or large hallways.  
- Get under a piece of sturdy furniture such as a workbench or heavy table or desk to hold on to it.  
- Use arms to protect head and neck |

Approved by the Department of Emergency Management in July 2014

COLLEGE OF DESIGN  UNIVERSITY OF MINNESOTA
EMERGENCY EXIT PLAN

RAPSON HALL  |  89 CHURCH STREET SE  |  MINNEAPOLIS, MN 55414

CURRENT LOCATION
ROOM 29  |  BASEMENT

FIRE
- Open door only when you know it is safe.
- Activate nearest fire alarm and evacuate the building. See EMERGENCY EXIT PLAN above for locations.
- Close door to contain fire.
- Rescue others who need help. Get out immediately. Don’t lose your life over your possessions.
- Never take the elevator. Use stairs only.
- CALL 911. Give location (listed above).
- Keep fire ladders, hydrants, and walkways clear for emergency crews.

MEDICAL
- Stay with and keep the victim comfortable.
- Yell for help!
- Give first aid only if qualified.
- Call 911 - Tell operator:
  A. Location - building, floor, room.
  B. Phone number you are calling.
  C. What happened - fall, heart attack, chemical spill?
  D. How many people need help.
  E. Condition of victims.
  F. Don’t hang up until asked to do so.
  G. Only persons currently trained in administering CPR/FIRST AID should do so.
  H. Someone needs to meet medical personnel to bring to specific location

TORNADO WARNING
- Stay informed when any severe weather is imminent.
- Get away from windows.
- Go to basement, inside hallway, or designated safety areas.
- Avoid pieces with wide-span roofs such as auditoriums, cafeterias, or large hallways.
- Get under a piece of sturdy furniture such as a workbench or heavy table or desk to hold on to it.
- Use arms to protect head and neck

Approved by the Department of Emergency Management in July 2011
# EMERGENCY EXIT PLAN

## CURRENT LOCATION

**ROOM 53** | **BASEMENT**

## FIRE
- Open door only when you know it is safe.
- Activate nearest fire alarm and evacuate the building. See EMERGENCY EXIT PLAN above for location.
- Close door to contain fire.
- Rescue others who need help. Get out immediately. Don’t lose your life over your possessions.
- Never take the elevator. Use stairs only.
- CALL 911. Give location (listed above)
- Keep fire ladders, hydrants, and walkways clear for emergency crews.

## MEDICAL
- Stay with and keep the victim comfortable.
- Yell for help!
- Give first aid only if qualified.
- Call 911 - Tell operator:
  - **A.** Location - building, floor, room.
  - **B.** Phone number you are using.
  - **C.** What happened - fall, heart attack, chemical spill?
  - **D.** How many people need help.
  - **E.** Condition of victim.
  - **F.** Don’t hang up until asked to do so.
  - **G.** Only persons currently trained in administering CPR/FIRST AID should do so.
  - **H.** Someone needs to meet medical personnel to bring to specific location.

## TORNADO WARNING
- Stay informed when any severe weather is imminent
- Get away from windows.
- Go to basement, inside hallway, or designated safety areas.
- Avoid places with wide-open roofs such as auditoriums, cafeterias, or large hallways.
- Get under a piece of sturdy furniture such as a workbench or heavy table or desk to hold on to it.
- Use arms to protect head and neck

Approved by the Department of Emergency Management in July 2011

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**COLLEGE OF DESIGN UNIVERSITY OF MINNESOTA**

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34
## EMERGENCY EXIT PLAN

**RAPSON HALL | 89 CHURCH STREET SE | MINNEAPOLIS, MN 55414**

### FIRE
- Open door only when you know it is safe.
- Activate nearest fire alarm and evacuate the building. See EMERGENCY EXIT PLAN above for locations.
- Close door to contain fire.
- Rescue others who need help. Get out immediately. Don’t lose your life over your possessions.
- Never take the elevator. Use stairs only.
- CALL 911 - Give location (listed above)
- Keep fire ladders, hydrants, and walkways clear for emergency crews.

### MEDICAL
- Stay with and keep the victim comfortable.
- Yell for help!
- Give first aid only if qualified.
- Call 911 - Tell operator:
  - A. Location - building, floor, room.
  - B. Phone number you are using.
  - C. What happened - fall, heart attack, chemical spill?
  - D. How many people need help.
  - E. Condition of victims.
  - F. Don’t hang up until asked to do so.
  - G. Only persons currently licensed in administering CPR-FIRST AID should do so.
  - H. Someone needs to meet medical personnel to bring to specific location

### TORNADO WARNING
- Stay informed when any severe weather is imminent
- Get away from windows.
- Go to basement, inside hallway, or designated safety areas.
- Avoid places with wide-span roofs such as auditoriums, cafeterias, or large hallways.
- Get under a piece of sturdy furniture such as a workbench or heavy table or desk to hold on to it.
- Use arms to protect head and neck

Approved by the Department of Emergency Management in July 2011

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### CURRENT LOCATION

**ROOM 55 | BASEMENT**

---

### COLLEGE OF DESIGN UNIVERSITY OF MINNESOTA
## EMERGENCY EXIT PLAN

**RAPSON HALL** | **89 CHURCH STREET SE** | **MINNEAPOLIS, MN 55414**

### CURRENT LOCATION
ROOM 5B | BASEMENT

### FIRE
- Open door only when you know it is safe.
- Activate nearest fire alarm and evacuate building. See EMERGENCY EXIT PLAN above for location.
- Close door to contain fire.
- Rescue others who need help. Get out immediately. Don’t lose your life over your possessions.
- Never take the elevator. Use stairs only.
- CALL 911 - Give location (listed above)
- Keep fire doors, hydrants, and walkways clear for emergency crews.

### MEDICAL
- Stay with and keep the victim comfortable.
- Yell for help!
- Give first aid only if qualified.
- Call 911 - Tell operator:
  A. Location - building, floor, room.
  B. Phone number you are using.
  C. What happened - fall, heart attack, chemical spill?
  D. How many people need help.
  E. Condition of victim.
  F. Don’t hang up until asked to do so.
  G. Only persons currently trained in administering CPR/FIRST AID should do so.
  H. Someone needs to meet medical personnel to bring to specific location

### TORNADO WARNING
- Stay informed when any severe weather is imminent
- Get away from windows.
- Go to basement, inside hallway, or designated safety areas.
- Avoid places with wide-open roofs such as auditoriums, cafeterias, or large hallways.
- Get under a piece of sturdy furniture such as a workbench or heavy table or desk to hold on to it.
- Use arms to protect head and neck

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**COLLEGE OF DESIGN UNIVERSITY OF MINNESOTA**

Approved by the Department of Emergency Management in July 2011

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36
EMERGENCY EXIT PLAN

RAPSON HALL | 89 CHURCH STREET SE | MINNEAPOLIS, MN 55414

CURRENT LOCATION
ROOM 59 | BASEMENT

FIRE
- Open door only when you know it is safe.
- Activate nearest fire alarm and evacuate the building. See EMERGENCY EXIT PLAN above for locations.
- Close door to contain fire.
- Rescue others who need help. Get out immediately. Don’t lose your life over your possessions.
- Never take the elevator. Use stairs only.
- CALL 911 - Give location (listed above)
- Keep fire ladders, hydrants, and walkways clear for emergency crews.

MEDICAL
- Stay with and keep the victim comfortable.
- Yell for help!
- Give first aid only if qualified.
- Call 911 - Tell operator:
  A. Location - building, floor, room.
  B. Phone number you are using.
  C. What happened - fall, heart attack, chemical spill?
  D. How many people need help.
  E. Condition of victims.
  F. Don’t hang up until asked to do so.
  G. Only persons currently trained in administering CPR/FIRST AID should do so.
  H. Someone needs to meet medical personnel to bring to specific location

TORNADO WARNING
- Stay informed when any severe weather is imminent
- Get away from windows.
- Go to basement, inside hallway, or designated safety areas.
- Avoid places with wide-span roofs such as auditoriums, cafeterias, or large hallways.
- Get under a piece of sturdy furniture such as a workbench or heavy table or desk to hold on to it.
- Use arms to protect head and neck

Approved by the Department of Emergency Management in July 2011

COLLEGE OF DESIGN UNIVERSITY OF MINNESOTA
# Emergency Exit Plan

## Rapson Hall

**Address:** 89 Church Street SE, Minneapolis, MN 55414

---

## Current Location

**Room:** 63 | **Basement**

---

## Fire

- Open door only when you know it is safe.
- Activate nearest fire alarm and evacuate the building. See Emergency Exit Plan above for locations.
- Close door to contain fire.
- Rescue others who need help. Get out immediately. Don’t lose your life over your possessions.
- Never take the elevator. Use stairs only.
- CALL 911. Give location (listed above)
- Keep fire doors, hydrants, and walkways clear for emergency crews.

---

## Medical

- Stay with and keep the victim comfortable.
- Yell for help!
- Give first aid only if qualified.
- Call 911. Tell operator:
  A. Location - building, floor, room.
  B. Phone number you are using.
  C. What happened - fall, heart attack, chemical spill?
  D. How many people need help.
  E. Condition of victims.
  F. Don’t hang up until asked to do so.
  G. Only persons currently trained in administering CPR/First Aid should do so.
  H. Someone needs to meet medical personnel to bring to specific location

---

## Tornado Warning

- Stay informed when any severe weather is imminent
- Go away from windows.
- Go to basement, inside hallway, or designated safety areas.
- Avoid places with wide-span roofs such as auditoriums, cafeterias, or large hallways.
- Get under a piece of sturdy furniture such as a workbench or heavy table or desk to hold on to it.
- Use arms to protect head and neck

---

Approved by the Department of Emergency Management in July 2011

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### Table: Fire, Medical, Tornado Warning

<table>
<thead>
<tr>
<th>FIRE</th>
<th>MEDICAL</th>
<th>TORNADO WARNING</th>
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</thead>
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<td>- Yell for help!</td>
<td>- Go away from windows.</td>
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<td>- Close door to contain fire.</td>
<td>- Give first aid only if qualified.</td>
<td>- Go to basement, inside hallway, or designated safety areas.</td>
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<td>- Rescue others who need help. Get out immediately. Don’t lose your life over your possessions.</td>
<td>- Call 911. Tell operator:</td>
<td>- Avoid places with wide-span roofs such as auditoriums, cafeterias, or large hallways.</td>
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<tr>
<td>- Never take the elevator. Use stairs only.</td>
<td>A. Location - building, floor, room.</td>
<td>- Get under a piece of sturdy furniture such as a workbench or heavy table or desk to hold on to it.</td>
</tr>
<tr>
<td>- CALL 911. Give location (listed above)</td>
<td>B. Phone number you are using.</td>
<td>- Use arms to protect head and neck</td>
</tr>
<tr>
<td>- Keep fire doors, hydrants, and walkways clear for emergency crews.</td>
<td>C. What happened - fall, heart attack, chemical spill?</td>
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</tbody>
</table>
EMERGENCY EXIT PLAN

RAPSON HALL  |  89 CHURCH STREET SE  |  MINNEAPOLIS, MN 55414

CURRENT LOCATION
ROOM 35  |  BASEMENT

FIRE
- Open door only when you know it is safe.
- Activate nearest fire alarm and evacuate the building. See EMERGENCY EXIT PLAN above for locations.
- Close door to contain fire.
- Rescue others who need help. Get out immediately. Don’t lose your life over your possessions.
- Never take the elevator. Use stairs only.
- CALL 911. Give location (listed above).
- Keep fire ladders, hydrants, and walkways clear for emergency crews.

MEDICAL
- Stay with and keep the victim comfortable.
- Yell for help!
- Give first aid only if qualified.
- Call 911. Tell operator:
  A. Location - building, floor, room.
  B. Pharse number you are using.
  C. What happened - fall, heart attack, chemical spill?
  D. How many people need help.
  E. Condition of victims.
  F. Don’t hang up until asked to do so.
  G. Only persons currently trained in administering CPR/FIRST AID should do so.
  H. Someone needs to meet medical personnel to bring to specific location.

TORNOADO WARNING
- Stay informed when any severe weather is imminent.
- Get away from windows.
- Go to basement, inside hallway, or designated safety areas.
- Avoid places with wide-span roofs such as auditoriums, cafeterias, or large hallways.
- Get under a piece of sturdy furniture such as a workbench or heavy table and desk to hold on to it.
- Use arms to protect head and neck.

Approved by the Department of Emergency Management in July 2011.

COLLEGE OF DESIGN UNIVERSITY OF MINNESOTA
# Emergency Exit Plan

**Rapson Hall** | 89 Church Street SE | Minneapolis, MN 55414

---

## Current Location

**Room 69** | Basement

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## Fire

- Open door only when you know it is safe.
- Activate nearest fire alarm and evacuate the building. See Emergency Exit Plan above for location.
- Close door to contain fire.
- Rescue others who need help. Get out immediately. Don’t lose your life over your possessions.
- Never take the elevator. Use stairs only.
- CALL 911. Give location (listed above).
- Keep fire doors, hydrants, and walkways clear for emergency crews.

## Medical

- Stay with and keep the victim comfortable.
- Yell for help!
- Give first aid only if qualified.
- Call 911. Tell operator:
  A. Location - building, floor, room.
  B. Phone number you are using.
  C. What happened - fall, heart attack, chemical spill.
  D. How many people need help.
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  F. Don’t hang up until asked to do so.
  G. Only persons currently licensed in administering CPR/First Aid should do so.
  H. Someone needs to meet medical personnel to bring to specific location

## Tornado Warning

- Stay informed when any severe weather is imminent
- Get away from windows.
- Go to basement, inside hallways, or designated safety areas.
- Avoid places with wide-open roofs such as auditoriums, cafeterias, or large hallways.
- Get under a piece of sturdy furniture such as a workbench or heavy table or desk to hold onto it.
- Use arms to protect head and neck

---

**College of Design** | University of Minnesota

Approved by the Department of Emergency Management in July 2011

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41
EMERGENCY EXIT PLAN

RAPSON HALL | 89 CHURCH STREET SE | MINNEAPOLIS, MN 55414

CURRENT LOCATION
ROOM 71 | BASEMENT

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- Activate nearest fire alarm and evacuate the building. See EMERGENCY EXIT PLAN above for location.  
- Close doors to contain fire.  
- Rescue others who need help. Get out immediately. Don’t lose your life over your possessions.  
- Never take the elevator. Use stairs only.  
- CALL 911 - Give location (listed above)  
- Keep fire ladders, hydrants, and walkways clear for emergency crews. | - Stay with and keep the victim comfortable.  
- Yell for help!  
- Give first aid only if qualified.  
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COLLEGE OF DESIGN UNIVERSITY OF MINNESOTA
EMERGENCY EXIT PLAN

RAPSON HALL | 89 CHURCH STREET SE | MINNEAPOLIS, MN 55414

CURRENT LOCATION
ROOM 100 | BASEMENT

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- Rescue others who need help. Get out immediately. Don’t lose your life over your possessions.  
- Never take the elevator. Use stairs only.  
- CALL 911 - Give location (listed above)  
- Keep fire ladders, hydrants, and walkways clear for emergency crews.  

| - Stay with and keep the victim comfortable.  
- Yell for help!  
- Give first aid only if qualified.  
- Call 911 - Tell operator:  
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Approved by the Department of Emergency Management in July 2011

COLLEGE OF DESIGN UNIVERSITY OF MINNESOTA
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Approved by the Department of Emergency Management in July 2014

COLLEGE OF DESIGN UNIVERSITY OF MINNESOTA
FIRE

- Open door only when you know it is safe.
- Activate nearest fire alarm and evacuate the building. See EMERGENCY EXIT PLAN above for location.
- Close door to contain fire.
- Rescue others who need help. Get out immediately. Don’t lose your life over your possessions.
- Never take the elevator. Use stairs only.
- CALL 911 - Give location (listed above)
- Keep fire lanes, hydrants, and walkways clear for emergency crews.

MEDICAL

- Stay with and keep the victim comfortable.
- Yell for help!
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- Call 911 - Tell operator:
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TORNOADO WARNING

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Approved by the Department of Emergency Management in July 2011
EMERGENCY EXIT PLAN

RAPSON HALL | 69 CHURCH STREET SE | MINNEAPOLIS, MN 55414

CURRENT LOCATION
ROOM 150 | FLOOR ONE

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Approved by the Department of Emergency Management in July 2018

COLLEGE OF DESIGN UNIVERSITY OF MINNESOTA
# EMERGENCY EXIT PLAN

**RAPSON HALL**  |  69 CHURCH STREET SE  |  MINNEAPOLIS, MN 55414

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![Diagram of an emergency exit plan for Rapson Hall](image)

**CURRENT LOCATION**

ROOM 130  |  FLOOR ONE

<table>
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- Use arms to protect head and neck |

Approved by the Department of Emergency Management in July 2011

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**COLLEGE OF DESIGN UNIVERSITY OF MINNESOTA**

47
EMERGENCY EXIT PLAN

RAPSON HALL | 89 CHURCH STREET SE | MINNEAPOLIS, MN 55414

CURRENT LOCATION
ROOM 131 | FLOOR ONE

<table>
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COLLEGE OF DESIGN UNIVERSITY OF MINNESOTA
**EMERGENCY EXIT PLAN**

**RAPSON HALL** | 69 CHURCH STREET SE | MINNEAPOLIS, MN 55414

**CURRENT LOCATION**

ROOM 132 | FLOOR ONE

---

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- Rescue others who need help. Get out immediately. Don't lose your life over your possessions.  
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- CALL 911 - Give location (listed above)  
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- Yell for help!  
- Give first aid only if qualified.  
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- Get under a piece of sturdy furniture such as a workbench or sturdy table or desk to hold on to it.  
- Use arms to protect head and neck |

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**COLLEGE OF DESIGN UNIVERSITY OF MINNESOTA**

49
50
EMERGENCY EXIT PLAN

RAPSON HALL | 89 CHURCH STREET SE | MINNEAPOLIS, MN 55414

CURRENT LOCATION
ROOM 104 | FLOOR ONE

<table>
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<tr>
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- Close door to contain fire.  
- Rescue others who need help. Get out immediately. Don’t lose your life over your possessions.  
- Never ride the elevator. Use stairs only.  
- CALL 911 - Give location (listed above)  
- Keep fire lanes, hydrants, and walkways clear for emergency crews. | - Stay with and keep the victim comfortable.  
- Yell for help!  
- Give first aid only if qualified.  
- Call 911 - Tell operator:  
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  C. What happened - fall, heart attack, chemical spill?  
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COLLEGE OF DESIGN | UNIVERSITY OF MINNESOTA
EMERGENCY EXIT PLAN

RAPSON HALL  |  69 CHURCH STREET SE  |  MINNEAPOLIS, MN 55414

CURRENT LOCATION
ROOM 136  |  FLOOR ONE

### FIRE
- Open door only when you know it is safe.
- Activate nearest fire alarm and evacuate the building. See EMERGENCY EXIT PLAN above for location.
- Close door to contain fire.
- Rescue others who need help. Get out immediately. Don’t lose your life over your possessions.
- Never take the elevator. Use stairs only.
- CALL 911 - Give location (listed above)
- Keep fire lanes, hydrants, and walkways clear for emergency crews.

### MEDICAL
- Stay with and keep the victim comfortable.
- Yell for help!
- Give first aid only if qualified.
- Call 911 - Tell operator:
  A. Location - building, floor, room.
  B. Phone number you are using.
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### TORNADO WARNING
- Stay informed when any severe weather is imminent
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- Get under a piece of sturdy furniture such as a workbench or heavy table or desk to hold on to it.
- Use arms to protect head and neck

Approved by the Department of Emergency Management in July 2011

COLLEGE of DESIGN UNIVERSITY of MINNESOTA

53
EMERGENCY EXIT PLAN

RAPSON HALL  |  89 CHURCH STREET SE  |  MINNEAPOLIS, MN 55414

CURRENT LOCATION
ROOM 107  |  FLOOR ONE

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Collected by the Department of Emergency Management in July 2011
EMERGENCY EXIT PLAN
RAPSON HALL  |  89 CHURCH STREET SE  |  MINNEAPOLIS, MN 55414

CURRENT LOCATION
ROOM 108  |  FLOOR ONE

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- Give first aid only if qualified.  
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  F. Don’t hang up until asked to do so.  
  G. Only persons currently licensed in administering CPR/FIRST AID should do so.  
  H. Someone needs to meet medical personnel to bring to specific location | - Stay informed when any severe weather is imminent  
- Get away from windows.  
- Go to basement, inside hallway, or designated safety areas.  
- Avoid places with wide-span roofs such as auditoriums, cafeterias, or large hallways.  
- Get under a piece of sturdy furniture such as a workbench or sturdy table or desk to hold onto it.  
- Use arms to protect head and neck |

Approved by the Department of Emergency Management in July 2011

COLLEGE OF DESIGN  UNIVERSITY OF MINNESOTA

55
## EMERGENCY EXIT PLAN

**RAPSON HALL** | **89 CHURCH STREET SE** | **MINNEAPOLIS, MN 55414**

---

### CURRENT LOCATION

**ROOM 13** | **FLOOR ONE**

---

### FIRE

- Open door only when you know it is safe.
- Activate nearest fire alarm and evacuate the building. See EMERGENCY EXIT PLAN above for location.
- Close door to contain fire.
- Rescue others who need help. Get out immediately. Don’t lose your life over your possessions.
- Never take the elevator. Use stairs only.
- CALL 911 - Give location (listed above)
- Keep fire lords, hydrants, and walkways clear for emergency crews.

### MEDICAL

- Stay with and keep the victim comfortable.
- Yell for help!
- Give first aid only if qualified.
- Call 911 - Tell operator:
  - A. Location - building, floor, room.
  - B. Phone number you are using.
  - C. What happened - fall, heart attack, chemical spill?
  - D. How many people need help.
  - E. Condition of victim.
  - F. Don’t hang up until asked to do so.
  - G. Only persons currently licensed in administering CPR/ FIRST AID should do so.
  - H. Someone needs to meet medical personnel to bring to specific location

### TORNADO WARNING

- Stay informed when any severe weather is imminent
- Get away from windows.
- Go to basement, inside hallway, or designated safety areas.
- Avoid places with wide-span roofs such as auditoriums, cafeterias, or large hallways.
- Get under a piece of sturdy furniture such as a workbench or sturdy table or desk to hold on to it.
- Use arms to protect head and neck

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Approved by the Department of Emergency Management in July 2011

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**COLLEGE OF DESIGN UNIVERSITY OF MINNESOTA**

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58
EMERGENCY EXIT PLAN

RAPSON HALL  |  89 CHURCH STREET SE  |  MINNEAPOLIS, MN 55414

CURRENT LOCATION
ROOM 115  |  FLOOR ONE

<table>
<thead>
<tr>
<th>FIRE</th>
<th>MEDICAL</th>
<th>TORNADO WARNING</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Open door only when you know it is safe.</td>
<td>• Stay with and keep the victim comfortable.</td>
<td>• Stay informed when any severe weather is imminent.</td>
</tr>
<tr>
<td>• Activate nearest fire alarm and evacuate the building. See EMERGENCY EXIT PLAN above for location.</td>
<td>• Yell for help!</td>
<td>• Get away from windows.</td>
</tr>
<tr>
<td>• Close door to contain fire.</td>
<td>• Give first aid only if qualified.</td>
<td>• Go to basement, inside hallway, or designated safety areas.</td>
</tr>
<tr>
<td>• Rescue others who need help. Get out immediately. Don’t lose your life over your possessions.</td>
<td>• Call 911 - fall operator:</td>
<td>• Avoid places with wide-span roofs such as auditoriums, cathedrals, or large hallways.</td>
</tr>
<tr>
<td>• Never take the elevator. Use stairs only.</td>
<td>A. Location - building, floor, room.</td>
<td>• Get under a piece of sturdy furniture such as a workbench or heavy table or desk to hold on to it.</td>
</tr>
<tr>
<td>• CALL 911 - give location (listed above)</td>
<td>B. Phone number you are using.</td>
<td>• Use arms to protect head and neck.</td>
</tr>
<tr>
<td>• Keep fire lanes, hydrants, and walkways clear for emergency crews.</td>
<td>C. What happened - fall, heart attack, chemical spill?</td>
<td></td>
</tr>
</tbody>
</table>
EMERGENCY EXIT PLAN
RAPSON HALL  |  89 CHURCH STREET SE  |  MINNEAPOLIS, MN 55414

CURRENT LOCATION
ROOM 17  |  FLOOR ONE

<table>
<thead>
<tr>
<th>FIRE</th>
<th>MEDICAL</th>
<th>TORNADO WARNING</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Open door only when you know it is safe.</td>
<td>- Stay with and keep the victim comfortable.</td>
<td>- Stay informed when any severe weather is imminent</td>
</tr>
<tr>
<td>- Activate nearest fire alarm and evacuate the building. See EMERGENCY EXIT PLAN above for location.</td>
<td>- Yell for help!</td>
<td>- Get away from windows.</td>
</tr>
<tr>
<td>- Close door to contain fire.</td>
<td>- Give first aid only if qualified.</td>
<td>- Go to basement, inside hallway, or designated safety areas.</td>
</tr>
<tr>
<td>- Rescue others who need help. Get out immediately. Don’t lose your life over your possessions.</td>
<td>- Call 911 - tell operator:</td>
<td>- Avoid places with wide-span roofs such as auditoriums, cafeterias, or large hallways.</td>
</tr>
<tr>
<td>- Never take the elevator. Use stairs only.</td>
<td>A. Location - building, floor, room.</td>
<td>- Get under a piece of sturdy furniture such as a workbench or study table or desk to hold on to it.</td>
</tr>
<tr>
<td>- CALL 911 - Give location (listed above)</td>
<td>B. Phone number you are using.</td>
<td>- Use arms to protect head and neck.</td>
</tr>
<tr>
<td>- Keep fire lanes, hydrants, and walkways clear for emergency crews.</td>
<td>C. What happened - fall, heart attack, chemical spill?</td>
<td>Approved by the Department of Emergency Management in July 2011</td>
</tr>
<tr>
<td></td>
<td>D. How many people need help.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>E. Condition of victims.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>F. Don’t hang up until asked to do so.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>G. Only persons currently licensed in administering CPR/FIRST AID should do so.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>H. Someone needs to meet medical personnel to bring to specific location</td>
<td></td>
</tr>
</tbody>
</table>
# EMERGENCY EXIT PLAN

**RAPSON HALL | 89 CHURCH STREET SE | MINNEAPOLIS, MN 55414**

---

**CURRENT LOCATION**
ROOM 19 | FLOOR ONE

---

**FIRE**
- Open door only when you know it is safe.
- Activate nearest fire alarm and evacuate the building. See EMERGENCY EXIT PLAN above for location.
- Close door to contain fire.
- Rescue others who need help. Get out immediately. Don’t lose your life over your possessions.
- Never take the elevator. Use stairs only.
- CALL 911 - Give location (listed above)
- Keep fire lanes, hydrants, and walkways clear for emergency crews.

---

**MEDICAL**
- Stay with and keep the victim comfortable.
- Yell for help!
- Give first aid only if qualified.
- Call 911 - Tell operator:
  A. Location - building, floor, room.
  B. Phone number you are using.
  C. What happened - fall, heart attack, chemical spill?
  D. How many people need help.
  E. Condition of victims.
  F. Don’t hang up until asked to do so.
  G. Only persons currently licensed in administering CPR/First Aid should do so.
  H. Someone needs to meet medical personnel to bring to specific location

---

**TORNADO WARNING**
- Stay informed when any severe weather is imminent.
- Get away from windows.
- Go to basement, inside hallway, or designated safety areas.
- Avoid places with wide-span roofs such as auditoriums, cafeterias, or large hallways.
- Get under a piece of sturdy furniture such as a workbench or sturdy table or desk to hold on to it.
- Use arms to protect head and neck

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**Approved by the Department of Emergency Management in July 2011**

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**UNIVERSITY OF MINNESOTA**

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**COLLEGE OF DESIGN**
# EMERGENCY EXIT PLAN

**RAPSON HALL | 89 CHURCH STREET SE | MINNEAPOLIS, MN 55414**

---

**CURRENT LOCATION**

ROOM 125 | FLOOR ONE

---

## FIRE
- Open door only when you know it is safe.
- Activate nearest fire alarm and evacuate the building. See EMERGENCY EXIT PLAN above for location.
- Close door to contain fire.
- Rescue others who need help. Get out immediately. Don’t lose your life over your possessions.
- Never take the elevator. Use stairs only.
- CALL 911 - Give location (listed above)
- Keep fire ladders, hydrants, and walkways clear for emergency crews.

## MEDICAL
- Stay with and keep the victim comfortable.
- Yell for help!
- Give first aid only if qualified.
- Call 911 - Tell operator:
  - A. Location - building, floor, room.
  - B. Phone number you are using.
  - C. What happened - fall, heart attack, chemical spill?
  - D. How many people need help.
  - E. Condition of victims.
  - F. Don’t hang up until asked to do so.
  - G. Only persons currently licensed in administering CPR/First Aid should do so.
  - H. Someone needs to meet medical personnel to bring to specific location

## TORNADO WARNING
- Stay informed when any severe weather is imminent
- Get away from windows.
- Go to basement, inside hallway, or designated safety areas.
- Avoid pieces with wide-span roofs such as auditoriums, cafeterias, or large hallways.
- Get under a piece of sturdy furniture such as a workbench or heavy table or desk to hold on to it.
- Use arms to protect head and neck

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Approved by the Department of Emergency Management in July 2011

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**COLLEGE OF DESIGN UNIVERSITY OF MINNESOTA**

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62
EMERGENCY EXIT PLAN

RAPSON HALL | 89 CHURCH STREET SE | MINNEAPOLIS, MN 55414

CURRENT LOCATION
ROOM 129 | FLOOR ONE

<table>
<thead>
<tr>
<th>FIRE</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Open door only when you know it is safe.</td>
</tr>
<tr>
<td>- Activate nearest fire alarm and evacuate the building. See EMERGENCY EXIT PLAN above for location.</td>
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<tr>
<td>- Close door to contain fire.</td>
</tr>
<tr>
<td>- Rescue others who need help. Get out immediately. Don’t lose your life over your possessions.</td>
</tr>
<tr>
<td>- Never take the elevator. Use stairs only.</td>
</tr>
<tr>
<td>- CALL 911 - Give location (listed above)</td>
</tr>
<tr>
<td>- Keep fire lanes, hydrants, and walkways clear for emergency crews.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>MEDICAL</th>
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<tbody>
<tr>
<td>- Stay with and keep the victim comfortable.</td>
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<tr>
<td>- Yell for help!</td>
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<tr>
<td>- Give first aid only if qualified.</td>
</tr>
<tr>
<td>- Call 911 - Tell operator:</td>
</tr>
<tr>
<td>A. Location - building, floor, room.</td>
</tr>
<tr>
<td>B. Phone number you are using.</td>
</tr>
<tr>
<td>C. What happened - fall, heart attack, chemical spill?</td>
</tr>
<tr>
<td>D. How many people need help.</td>
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<td>E. Condition of victims.</td>
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<td>F. Don’t hang up until asked to do so.</td>
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<td>G. Only persons currently licensed in administering CPR/FRST AID should do so.</td>
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<tr>
<td>H. Someone needs to meet medical personnel to bring to specific location</td>
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</tbody>
</table>

<table>
<thead>
<tr>
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<tbody>
<tr>
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<tr>
<td>- Get away from windows.</td>
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<td>- Go to basement, inside hallway, or designated safety areas.</td>
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<tr>
<td>- Avoid places with wide-span roofs such as auditoriums, cafeterias, or large hallways.</td>
</tr>
<tr>
<td>- Get under a piece of sturdy furniture such as a workbench or sturdy table or desk to hold on to it.</td>
</tr>
<tr>
<td>- Use arms to protect head and neck</td>
</tr>
</tbody>
</table>

COLLEGE OF DESIGN UNIVERSITY OF MINNESOTA

Approved by the Department of Emergency Management in July 2011

64
EMERGENCY EXIT PLAN

RAPSON HALL | 89 CHURCH STREET SE | MINNEAPOLIS, MN 55414

CURRENT LOCATION
ROOM 137 | FLOOR ONE

<table>
<thead>
<tr>
<th>FIRE</th>
<th>MEDICAL</th>
<th>TORNADO WARNING</th>
</tr>
</thead>
</table>
| - Open door only when you know it is safe.  
- Activate nearest fire alarm and evacuate the building. See EMERGENCY EXIT PLAN above for location.  
- Close door to contain fire.  
- Rescue others who need help. Get out immediately. Don’t lose your life over your possessions.  
- Never take the elevator. Use stairs only.  
- CALL 911 - Give location (list above)  
- Keep fire lanes, hydrants, and walkways clear for emergency crews. | - Stay with and keep the victim comfortable.  
- Yell for help!  
- Give first aid only if qualified.  
- Call 911 - Tell operator:  
A. Location - building, floor, room.  
B. Phone number you are using.  
C. What happened - fall, heart attack, chemical spill?  
D. How many people need help.  
E. Condition of victims.  
F. Don’t hang up until asked to do so.  
G. Only persons currently licensed in administering CPR/FIRST AID should do so.  
H. Someone needs to meet medical personnel to bring to specific location | - Stay informed when any severe weather is imminent.  
- Get away from windows.  
- Go to basement, inside hallway, or designated safety areas.  
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COLLEGE OF DESIGN UNIVERSITY OF MINNESOTA

Approved by the Department of Emergency Management in July 2011
EMERGENCY EXIT PLAN

RAPSON HALL | 89 CHURCH STREET SE | MINNEAPOLIS, MN 55414

CURRENT LOCATION
ROOM 139 | FLOOR ONE

<table>
<thead>
<tr>
<th>FIRE</th>
<th>MEDICAL</th>
<th>TORNADO WARNING</th>
</tr>
</thead>
<tbody>
<tr>
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<td>- Stay with and keep the victim comfortable.</td>
<td>- Stay informed when any severe weather is imminent</td>
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<td>- Activate nearest fire alarm and evacuate the building. See EMERGENCY EXIT PLAN above for location.</td>
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<tr>
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<td>- Give first aid only if qualified.</td>
<td>- Go to basement, inside hallway, or designated safety areas.</td>
</tr>
<tr>
<td>- Rescue others who need help. Get out immediately. Don’t lose your life over your possessions.</td>
<td>- Call 911 - fall operator A. Location - building, floor, room.</td>
<td>- Avoid places with wide-span roofs such as auditoriums, cafeterias, or large hallways.</td>
</tr>
<tr>
<td>- Never take the elevator. Use stairs only.</td>
<td>B. Phone number you are using.</td>
<td>- Get under a piece of sturdy furniture such as a workbench or heavy table or desk to hold on to it.</td>
</tr>
<tr>
<td>- CALL 911 - Give location (listed above)</td>
<td>C. What happened - fall, heart attack, chemical spill?</td>
<td>- Use arms to protect head and neck</td>
</tr>
<tr>
<td>- Keep fire lanes, hydrants, and walkways clear for emergency crews.</td>
<td>D. How many people need help.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>E. Condition of victims.</td>
<td></td>
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<tr>
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</tbody>
</table>

COLLEGE OF DESIGN UNIVERSITY OF MINNESOTA

Approved by the Department of Emergency Management in July 2011

67
EMERGENCY EXIT PLAN

Rapson Hall  |  89 Church Street SE  |  Minneapolis, MN 55414

Current Location
Room 145  |  Floor One

Fire
- Open door only when you know it is safe.
- Activate nearest fire alarm and evacuate the building. See EMERGENCY EXIT PLAN above for location.
- Close door to contain fire.
- Rescue others who need help. Get out immediately. Don’t lose your life over your possessions.
- Never take the elevator. Use stairs only.
- CALL 911 - Give location (listed above)
- Keep fire lanes, hydrants, and walkways clear for emergency crews.

Medical
- Stay with and keep the victim comfortable.
- Yell for help!
- Give first aid only if qualified.
- Call 911 - Tell operator:
  A. Location - building, floor, room.
  B. Phone number you are using.
  C. What happened - fall, heart attack, chemical spill?
  D. How many people need help.
  E. Condition of victims.
  F. Don’t hang up until asked to do so.
  G. Only persons currently licensed in administrating CPR/First Aid should do so.
  H. Someone needs to meet medical personnel to bring to specific location

Tornado Warning
- Stay informed when any severe weather is imminent.
- Get away from windows.
- Go to basement, inside hallway, or designated safety areas.
- Avoid places with wide-span roofs such as auditoriums, cafeterias, or large hallways.
- Get under a piece of sturdy furniture such as a workbench or heavy table or desk to hold on to it.
- Use arms to protect head and neck

Approved by the Department of Emergency Management in July 2011

College of Design University of Minnesota

69
EMERGENCY EXIT PLAN

RAPSON HALL  |  89 CHURCH STREET SE  |  MINNEAPOLIS, MN 55414

CURRENT LOCATION
ROOM 151  |  FLOOR ONE

<table>
<thead>
<tr>
<th>FIRE</th>
<th>MEDICAL</th>
<th>TORNADO WARNING</th>
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</thead>
<tbody>
<tr>
<td>- Open door only when you know it is safe.</td>
<td>- Stay with and keep the victim comfortable.</td>
<td>- Stay informed when any severe weather is imminent.</td>
</tr>
<tr>
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<td>- Yell for help!</td>
<td>- Get away from windows.</td>
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<tr>
<td>- Close door to contain fire.</td>
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<tr>
<td>- Rescue others who need help. Get out immediately. Don’t lose your life over your possessions.</td>
<td>- Call 911 - tell operator:</td>
<td>- Avoid places with wide-span roofs such as auditoriums, cafeterias, or large hallways.</td>
</tr>
<tr>
<td>- Never take the elevator. Use stairs only.</td>
<td>A. Location - building, floor, room.</td>
<td>- Get under a piece of sturdy furniture such as a workbench or sturdy table or desk to hold on to it.</td>
</tr>
<tr>
<td>- CALL 911 - Give location (listed above)</td>
<td>B. Phone number you are using.</td>
<td>- Use arms to protect head and neck</td>
</tr>
<tr>
<td>- Keep fire ladders, hydrants, and walkways clear for emergency crews.</td>
<td>C. What happened - fall, heart attack, chemical spill?</td>
<td></td>
</tr>
<tr>
<td></td>
<td>D. How many people need help.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>E. Condition of victims.</td>
<td></td>
</tr>
<tr>
<td></td>
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<td></td>
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COLLEGE OF DESIGN UNIVERSITY OF MINNESOTA

71
EMERGENCY EXIT PLAN

RAPSON HALL  |  89 CHURCH STREET SE |  MINNEAPOLIS, MN 55414

CURRENT LOCATION
ROOM 215  |  SECOND FLOOR

FIRE
- Open door only when you know it is safe.
- Activate nearest fire alarm and evacuate the building. See EMERGENCY EXIT PLAN above for locations.
- Close door to contain fire.
- Rescue others who need help. Get out immediately. Don’t lose your life over your possessions.
- Never take the elevator. Use stairs only.
- CALL 911. Give location (listed above)
- Keep fire ladders, hydrants, and walkways clear for emergency crews.

MEDICAL
- Stay with and keep the victim comfortable.
- Yell for help!
- Give first aid only if qualified.
- Call 911 - Tell operator:
  A. Location - building, floor, room.
  B. Phone number you are using.
  C. What happened - fall, heart attack, chemical spill?
  D. How many people need help.
  E. Condition of victims.
  F. Don’t hang up until asked to do so.
  G. Only persons currently trained in administering CPR/FIRST AID should do so.
  H. Someone needs to meet medical personnel to bring to specific location.

TORNOADO WARNING
- Stay informed when any severe weather is imminent.
- Get away from windows.
- Go to basement, inside hallway, or designated safety areas.
- Avoid places with wide-span roofs such as auditoriums, cafeterias, or large hallways.
- Get under a piece of sturdy furniture such as a workbench or sturdy table or desk to hold on to it.
- Use arms to protect head and neck.

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COLLEGE OF DESIGN  UNIVERSITY OF MINNESOTA

72
EMERGENCY EXIT PLAN

RAPSON HALL | 89 CHURCH STREET SE | MINNEAPOLIS, MN 55414

CURRENT LOCATION
ROOM 225 | SECOND FLOOR

<table>
<thead>
<tr>
<th>FIRE</th>
<th>MEDICAL</th>
<th>TORNADO WARNING</th>
</tr>
</thead>
</table>
| - Open door only when you know it is safe.  
- Activate nearest fire alarm and evacuate the building. See EMERGENCY EXIT PLAN above for locations.  
- Close door to contain fire.  
- Rescue others who need help. Get out immediately. Don’t lose your life over your possessions.  
- Never take the elevator. Use stairs only.  
- CALL 911 - Give location (listed above)  
- Keep fire ladders, hydrants, and walkways clear for emergency crews. | - Stay with and keep the victim comfortable.  
- Yell for help!  
- Give first aid only if qualified.  
- Call 911 - Tell operator:  
A. Location - building, floor, room.  
B. Phone number you are using.  
C. What happened - fall, heart attack, chemical spill?  
D. How many people need help.  
E. Condition of victims.  
F. Don’t hang up until asked to do so.  
G. Only persons currently licensed in administering CPR/FIRST AID should do so.  
H. Someone needs to meet medical personnel to bring to specific location | - Stay informed when any severe weather is imminent  
- Get away from windows.  
- Go to basement, inside hallway, or designated safety areas.  
- Avoid pieces with wide-span roofs such as auditoriums, cafeterias, or large hallways.  
- Get under a piece of sturdy furniture such as a workbench or heavy table or desk to hold on to it.  
- Use arms to protect head and neck |

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COLLEGE OF DESIGN UNIVERSITY OF MINNESOTA

73
EMERGENCY EXIT PLAN

RAPSON HALL  |  89 CHURCH STREET SE  |  MINNEAPOLIS, MN 55414

CURRENT LOCATION
ROOM 237  |  SECOND FLOOR

FIRE
- Open door only when you know it is safe.
- Activate nearest fire alarm and evacuate the building. See EMERGENCY EXIT PLAN above for locations.
- Close door to contain fire.
- Rescue others who need help. Get out immediately. Don’t lose your life over your possessions.
- Never take the elevator. Use stairs only.
- CALL 911. Give location (listed above)
- Keep fire doors, hydrants, and walkways clear for emergency crews.

MEDICAL
- Stay with and keep the victim comfortable.
- Yell for help!
- Give first aid only if qualified.
- Call 911. Tell operator:
  A. Location - building, floor, room.
  B. Phone number you are using.
  C. What happened - fall, heart attack, chemical spill?
  D. How many people need help.
  E. Condition of victims.
  F. Don’t hang up until asked to do so.
  G. Only persons currently licensed in administering CPR/FIRST AID should do so.
  H. Someone needs to meet medical personnel to bring to specific location

TORNOADO WARNING
- Stay informed when any severe weather is imminent
- Get away from windows.
- Go to basement, inside hallway, or designated safety areas.
- Avoid pieces with wide-span roofs such as auditoriums, cafeterias, or large hallways.
- Get under a piece of sturdy furniture such as a workbench or desk to hold on to it.
- Use arms to protect head and neck

Approved by the Department of Emergency Management in July 2011

COLLEGE of DESIGN  UNIVERSITY of MINNESOTA
EMERGENCY EXIT PLAN

RAPSON HALL | 89 CHURCH STREET SE | MINNEAPOLIS, MN 55414

CURRENT LOCATION
ROOM 245 | SECOND FLOOR

<table>
<thead>
<tr>
<th>FIRE</th>
<th>MEDICAL</th>
<th>TORNADO WARNING</th>
</tr>
</thead>
</table>
| - Open door only when you know it is safe.  
- Activate nearest fire alarm and evacuate the building. See EMERGENCY EXIT PLAN above for location.  
- Close door to contain fire.  
- Rescue others who need help. Get out immediately. Don’t lose your life over your possessions.  
- Never take the elevator. Use stairs only.  
- CALL 911 - Give location (listed above)  
- Keep fire ladders, hydrants, and walkways clear for emergency crews. | - Stay with and keep the victim comfortable.  
- Yell for help!  
- Give first aid only if qualified.  
- Call 911 - Tell operator:  
  A. Location - building, floor, room.  
  B. Phone number you are using.  
  C. What happened - fall, heart attack, chemical spill?  
  D. How many people need help.  
  E. Condition of victim.  
  F. Don’t hang up until asked to do so.  
  G. Only persons currently trained in administering CPR/FIRST AID should do so.  
  H. Someone needs to meet medical personnel to bring to specific location | - Stay informed when any severe weather is imminent.  
- Get away from windows.  
- Go to basement, inside hallways, or designated safety areas.  
- Avoid places with wide-open roofs such as auditoriums, cafeterias, or large hallways.  
- Get under a piece of sturdy furniture such as a workbench or heavy table or desk to hold on to it.  
- Use arms to protect head and neck |

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78
EMERGENCY EXIT PLAN

RAPSON HALL | 89 CHURCH STREET SE | MINNEAPOLIS, MN 55414

CURRENT LOCATION
ROOM 249 | SECOND FLOOR

FIRE
- Open door only when you know it is safe.
- Activate nearest fire alarm and evacuate the building. See EMERGENCY EXIT PLAN above for locations.
- Close door to contain fire.
- Rescue others who need help. Get out immediately. Don’t lose your life over your possessions.
- Never take the elevator. Use stairs only.
- CALL 911. Give location (listed above)
- Keep fire ladders, hydrants, and walkways clear for emergency crews.

MEDICAL
- Stay with and keep the victim comfortable.
- Yell for help!
- Give first aid only if qualified.
- Call 911 - Tell operator:
  A. Location - building, floor, room.
  B. Phone number you are using.
  C. What happened - fall, heart attack, chemical spill?
  D. How many people need help.
  E. Condition of victims.
  F. Don’t hang up until asked to do so.
  G. Only persons currently trained in administering CPR-FIRST AID should do so.
  H. Someone needs to meet medical personnel to bring to specific location

TORNOADO WARNING
- Stay informed when any severe weather is imminent
- Get away from windows.
- Go to basement, inside hallway, or designated safety areas.
- Avoid areas with wide-span roofs such as auditoriums, cafeterias, or large hallways.
- Get under a piece of sturdy furniture such as a workbench or heavy table or desk to hold on to it.
- Use arms to protect head and neck

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79
EMERGENCY EXIT PLAN

RAPSON HALL  |  89 CHURCH STREET SE  |  MINNEAPOLIS, MN 55414

CURRENT LOCATION
ROOM 251  |  SECOND FLOOR

FIRE
- Open door only when you know it is safe.
- Activate nearest fire alarm and evacuate the building. See EMERGENCY EXIT PLAN above for locations.
- Close door to contain fire.
- Rescue others who need help. Get out immediately. Don’t lose your life over your possessions.
- Never take the elevator. Use stairs only.
- CALL 911. Give location (listed above)
- Keep fire ladders, hydrants, and walkways clear for emergency crews.

MEDICAL
- Stay with and keep the victim comfortable.
- Yell for help!
- Give first aid only if qualified.
- Call 911 - Tell operator:
  A. Location - building, floor, room.
  B. Phone number you are using.
  C. What happened - fall, heart attack, chemical spill?
  D. How many people need help.
  E. Condition of victims.
  F. Don’t hang up until asked to do so.
  G. Only persons currently trained in administering CPR/FIRST AID should do so.
  H. Someone needs to meet medical personnel to bring to specific location

TORNOADO WARNING
- Stay informed when any severe weather is imminent
- Get away from windows.
- Go to basement, inside hallway, or designated safety areas.
- Avoid places with wide-span roofs such as auditoriums, cafeterias, or large hallways.
- Get under a piece of sturdy furniture such as a workbench or heavy table or desk to hold on to it.
- Use arms to protect head and neck

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EMERGENCY EXIT PLAN

RAPSON HALL | 89 CHURCH STREET SE | MINNEAPOLIS, MN 55414

CURRENT LOCATION
ROOM 259 | SECOND FLOOR

FIRE
- Open door only when you know it is safe.
- Activate nearest fire alarm and evacuate the building. See EMERGENCY EXIT PLAN above for location.
- Close door to contain fire.
- Rescue others who need help. Get out immediately. Don’t lose your life over your possessions.
- Never take the elevator. Use stairs only.
- CALL 911 - Give location (listed above)
- Keep fire ladders, hydrants, and walkways clear for emergency crews.

MEDICAL
- Stay with and keep the victim comfortable.
- Yell for help!
- Give first aid only if qualified.
- Call 911 - Tell operator:
  A. Location - building, floor, room.
  B. Phone number of building.
  C. What happened - fall, heart attack, chemical spill!
  D. How many people need help.
  E. Condition of victims.
  F. Don’t hang up until asked to do so.
  G. Only persons currently trained in administering CPR/FIRST AID should do so.
  H. Someone needs to meet medical personnel to bring to specific location

TORNADO WARNING
- Stay informed when any severe weather is imminent.
- Get away from windows.
- Go to basement, inside hallway, or designated safety areas.
- Avoid places with wide-open roofs such as auditoriums, cafeterias, or large hallways.
- Get under a piece of sturdy furniture such as a workbench or sturdy table or desk to hold on to it.
- Use arms to protect head and neck

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EMERGENCY EXIT PLAN

RAPSON HALL | 89 CHURCH STREET SE | MINNEAPOLIS, MN 55414

CURRENT LOCATION
ROOM 310 | THIRD FLOOR

FIRE
- Open door only when you know it is safe.
- Activate nearest fire alarm and evacuate the building. See EMERGENCY EXIT PLAN above for locations.
- Close door to contain fire.
- Rescue others who need help. Get out immediately. Don’t lose your life over your possessions.
- Never take the elevator. Use stairs only.
- CALL 911. Give location (listed above)
- Keep fire doors, hydrants, and walkways clear for emergency crews.

MEDICAL
- Stay with and keep the victim comfortable.
- Yell for help!
- Give first aid only if qualified.
- Call 911 - Tell operator:
  A. Location - building, floor, room.
  B. Phone number you are using.
  C. What happened - fall, heart attack, chemical spill?
  D. How many people need help.
  E. Condition of victims.
  F. Don’t hang up until asked to do so.
  G. Only persons currently licensed in administering CPR/FIRST AID should do so.
  H. Someone needs to meet medical personnel to bring to specific location

TORNOADO WARNING
- Stay informed when any severe weather is imminent
- Get away from windows.
- Go to basement, inside hallway, or designated safety areas.
- Avoid pieces with wide-span roofs such as auditoriums, cafeterias, or large hallways.
- Get under a piece of sturdy furniture such as a workbench or heavy table or desk to hold on to it.
- Use arms to protect head and neck

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86
EMERGENCY EXIT PLAN

RAPSON HALL | 89 CHURCH STREET SE | MINNEAPOLIS, MN 55414

CURRENT LOCATION
ROOM 315 | THIRD FLOOR

FIRE
- Open door only when you know it is safe.
- Activate nearest fire alarm and evacuate the building. See EMERGENCY EXIT PLAN above for locations.
- Close door to contain fire.
- Rescue others who need help. Get out immediately. Don’t lose your life over your possessions.
- Never take the elevator. Use stairs only.
- CALL 911. Give location (listed above)
- Keep fire ladders, hydrants, and walkways clear for emergency crews.

MEDICAL
- Stay with and keep the victim comfortable.
- Yell for help!
- Give first aid only if qualified.
- Call 911 - Tell operator:
  A. Location - building, floor, room.
  B. Phone number you are using.
  C. What happened - fall, heart attack, chemical spill?
  D. How many people need help.
  E. Condition of victims.
  F. Don’t hang up until asked to do so.
  G. Only persons currently trained in administering CPR/FIRST AID should do so.
  H. Someone needs to meet medical personnel to bring to specific location

TORNADO WARNING
- Stay informed when any severe weather is imminent
- Get away from windows.
- Go to basement, inside hallway, or designated safety areas.
- Avoid places with wide-span roofs such as auditoriums, cafeterias, or large hallways.
- Get under a piece of sturdy furniture such as a workbench or heavy table or desk to hold on to it.
- Use arms to protect head and neck

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87
EMERGENCY EXIT PLAN
RAPSON HALL | 89 CHURCH STREET SE | MINNEAPOLIS, MN 55414

CURRENT LOCATION
ROOM 120 | THIRD FLOOR

<table>
<thead>
<tr>
<th>FIRE</th>
<th>MEDICAL</th>
<th>TORNADO WARNING</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Open door only when it is safe.</td>
<td>- Stay with and keep the victim comfortable.</td>
<td>- Stay informed when any severe weather is imminent.</td>
</tr>
<tr>
<td>- Activate nearest fire alarm and evacuate the building. See EMERGENCY EXIT PLAN above for locations.</td>
<td>- Yell for help!</td>
<td>- Get away from windows.</td>
</tr>
<tr>
<td>- Close door to contain fire.</td>
<td>- Give first aid only if qualified.</td>
<td>- Go to basement, inside hallway, or designated safety areas.</td>
</tr>
<tr>
<td>- Rescue others who need help. Get out immediately. Don’t lose your life over your possessions.</td>
<td>- Call 911 - Tell operator:</td>
<td>- Avoid pieces with wide-span roofs such as auditoriums, cafeterias, or large hallways.</td>
</tr>
<tr>
<td>- Never take the elevator. Use stairs only.</td>
<td>A. Location - building, floor, room.</td>
<td>- Get under a piece of sturdy furniture such as a workbench or heavy table or desk to hold on to it.</td>
</tr>
<tr>
<td>- CALL 911. GIVE LOCATION (LISTED ABOVE)</td>
<td>B. Phone number you are using.</td>
<td>- Use arms to protect head and neck.</td>
</tr>
<tr>
<td>- Keep fire ladders, hydrants, and walkways clear for emergency crews.</td>
<td>C. What happened - fall, heart attack, chemical spill?</td>
<td></td>
</tr>
<tr>
<td></td>
<td>D. How many people need help.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>E. Condition of victims.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>F. Don’t hang up until asked to do so.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>G. Only persons currently trained in administering CPR/FIRST AID should do so.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>H. Someone needs to meet medical personnel to bring to specific location</td>
<td></td>
</tr>
</tbody>
</table>

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88
EMERGENCY EXIT PLAN

RAPSON HALL  |  89 CHURCH STREET SE  |  MINNEAPOLIS, MN 55414

CURRENT LOCATION
ROOM 322  |  THIRD FLOOR

<table>
<thead>
<tr>
<th>FIRE</th>
<th>MEDICAL</th>
<th>TORNADO WARNING</th>
</tr>
</thead>
</table>
| - Open door only when you know it is safe.  
- Activate nearest fire alarm and evacuate the building. See EMERGENCY EXIT PLAN above for location.  
- Close door to contain fire.  
- Rescue others who need help. Get out immediately. Don’t lose your life over your possessions.  
- Never take the elevator. Use stairs only.  
- CALL 911 - Give location (listed above)  
- Keep fire ladders, hydrants, and walkways clear for emergency crews. | - Stay with and keep the victim comfortable.  
- Yell for help!  
- Give first aid only if qualified.  
- Call 911 - Tell operator:  
  A. Location - building, floor, room.  
  B. Phone number you are using.  
  C. What happened - fall, heart attack, chemical spill?  
  D. How many people need help.  
  E. Condition of victim.  
  F. Don’t hang up until asked to do so.  
  G. Only persons currently trained in administering CPR/First Aid should do so.  
  H. Someone needs to meet medical personnel to bring to specific location. | - Stay informed when any severe weather is imminent  
- Get away from windows.  
- Go to basement, inside hallway, or designated safety area.  
- Avoid places with wide-open roofs such as auditoriums, cafeterias, or large hallways.  
- Get under a piece of sturdy furniture such as a workbench or sturdy table or desk to hold on to it.  
- Use arms to protect head and neck |

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# EMERGENCY EXIT PLAN

**RAPSON HALL**  |  89 CHURCH STREET SE  |  MINNEAPOLIS, MN 55414

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**CURRENT LOCATION**

ROOM 226  |  THIRD FLOOR

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## FIRE
- Open door only when you know it is safe.
- Activate nearest fire alarm and evacuate the building. See EMERGENCY EXIT PLAN above for locations.
- Close door to contain fire.
- Rescue others who need help. Get out immediately. Don’t lose your life over your possessions.
- Never take the elevator. Use stairs only.
- CALL 911. Give location (listed above)
- Keep fire ladders, hydrants, and walkways clear for emergency crews.

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## MEDICAL
- Stay with and keep the victim comfortable.
- Yell for help!
- Give first aid only if qualified.
- Call 911 - Tell operator:
  A. Location - building, floor, room.
  B. Phone number you are calling.
  C. What happened - fall, heart attack, chemical spill?
  D. How many people need help.
  E. Condition of victims.
  F. Don’t hang up until asked to do so.
  G. Only persons currently trained in administering CPR/First Aid should do so.
  H. Someone needs to meet medical personnel to bring to specific location

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## TORNADO WARNING
- Stay informed when any severe weather is imminent
- Get away from windows.
- Go to basement, inside hallway, or designated safety areas.
- Avoid pieces with wide-span roofs such as auditorium, cafeterias, or large hallways.
- Get under a piece of sturdy furniture such as a workbench or heavy table or desk to hold on to it.
- Use arms to protect head and neck

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90