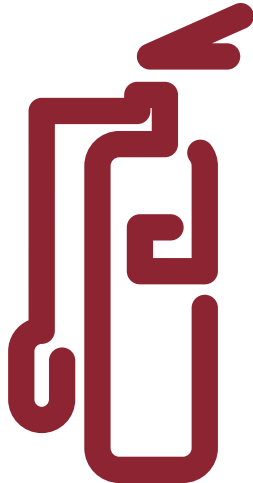


Emergency Evacuation Procedures

A fire alarm is a serious event. During an alarm, you're responsible for evacuating the building safely. Evacuation routes are posted near elevator doors and included in this document. Familiarize yourself with the evacuation routes and the location of fire safety equipment before an emergency happens.

Fire alarm pull-stations are normally located next to exits and stairwells. If you detect smoke, activate the alarm and evacuate the building. If you have information about the cause of an alarm, identify yourself to a Residence Life staff member or emergency personnel once you leave the building.

Afterwards, follow the instructions of Residence Life, security, and emergency personnel, and stay outside until officials tell you otherwise.



In the Event of Fire or Smoke

Don't panic! The residence is equipped with fire extinguishers and alarms that we test and maintain. In case of fire or smoke, activate the nearest fire alarm.

At the sound of an alarm:

1. Stay calm.
2. Close windows.
3. Put on appropriate clothing and footwear.
4. Leave lights on.
5. Feel the door for heat. If it's cool, brace yourself against the door and open it slightly. If you feel air pressure or a hot draft, close the door quickly.
6. Leave doors closed but unlocked.
7. Wake and/or notify your roommate.
8. Evacuate by your identified exit route (shown in this document and posted by the elevator doors). Tell others to evacuate as you exit the building using the nearest and safest exit. Elevators won't operate if the fire alarm is sounding, so use a stairwell.
9. Go to the designated meeting area outside of the building. The Residence muster point is located north of the Residence in the north parking lot at 110 Street and 105 Avenue.
10. Follow the directions of Residence Life staff once outside.
11. No occupant will be allowed to re-enter the building, even if the alarm is silenced, until directed to do so by staff. Residence Life staff will conduct random suite checks to ensure they have been vacated before occupant re-entry to the building.

If a fire occurs, it's the responsibility of the evacuated occupant to report in and be accounted for with Residence staff.

University and Residence staff will provide and direct all occupants to a location on campus to await further instruction. This location will become the immediate Command and Information Centre for the University and those affected by the fire, but it may be relocated as the incident unfolds. If a more permanent relocation or reassignment is necessary, the designated Command Information Centre will manage the information.

Before self-relocating to a safe place (e.g., friend's house, cafeteria, gym, home, off campus, etc.), report to the staff with your contact information (location and phone number) in case they need to communicate more information.

Evacuation for Residents with Disabilities

You need to inform a Residence Life staff member if you have a disability, whether it's temporary or permanent. If an alarm is activated, follow this procedure:

If you can't leave your suite due to a disability or any other reason:

1. Keep door closed and unlocked.
2. Call 911 and let them know where you are.
3. Signal to people outside through your window.
4. Seal cracks in door with wet towels or sheets.
5. Stay low to the floor.
6. Await instructions.

If you aren't in your room at the time of the alarm:

1. If possible, wait at the stairwell until the main flow of people has passed.
2. Move into the stairwell and call for help.
3. Wait for the fire department to arrive to help complete the evacuation.

Fire safety is everyone's responsibility, and both communication and cooperation are critical to its success.

Blind but mobile people should first be moved out of the rush of traffic, then promptly assisted to the nearest exit, if needed. Before a drill or crisis, ask the person if they expect to need help, then make plans accordingly.

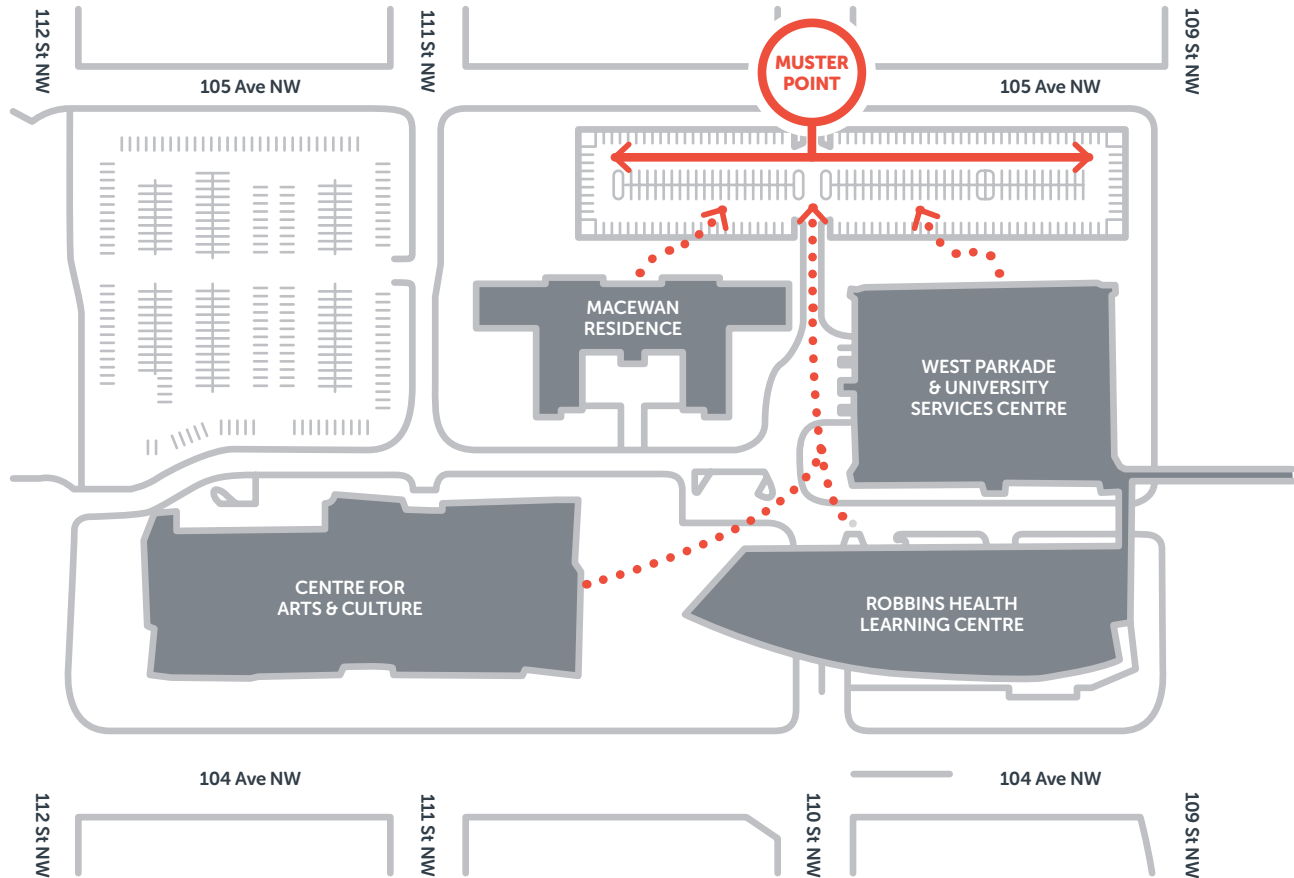
Deaf but mobile people who may be unaware of the need to evacuate should be calmly advised and guided to the nearest safe exit.

Temporarily immobilized people, including those wearing casts and/or using canes or crutches, should be helped, depending on their ability to go up and down stairs and to maneuver through doorways. They should proceed into the stairwell and wait on the landing until more help can arrive.

Permanently immobilized people who have limited or no use of their legs and rely on crutches, wheelchairs, or walkers for transport should proceed into the stairwell and wait on the landing until more help can arrive.

Muster Point Map

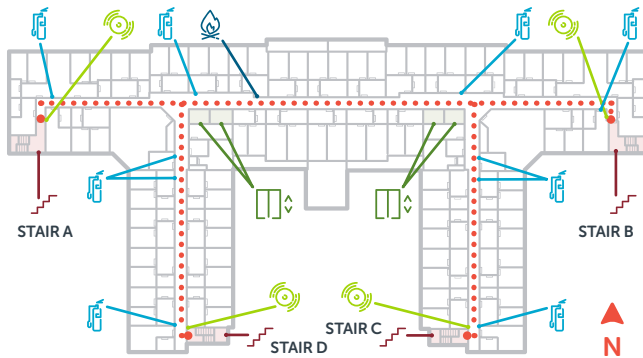
Follow this map for your quickest evacuation route.



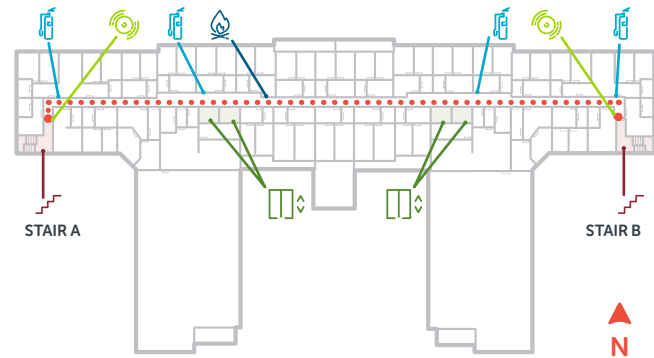
Floor Plans & Emergency Exits

Emergency Exits

Floors 2–9



Floors 10–13



In Case of Fire

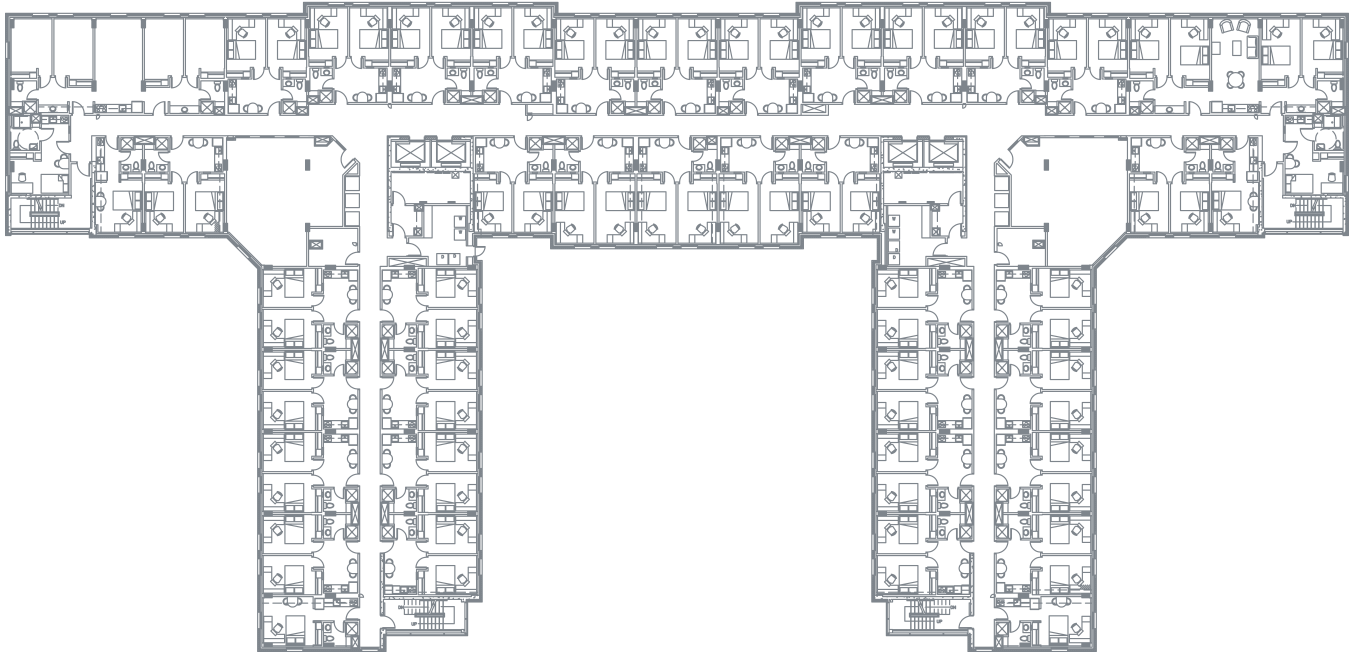
1. Alert everyone in the suite if a fire occurs.
2. Leave your suite; close but don't lock the door.
3. Activate the fire alarm pull station in the corridor.
4. Call the fire department (911) from a safe location and give your complete address.
5. Exit your floor through the stairway; do not use the elevator.
6. Don't return to the building until directed by the fire department.

Legend

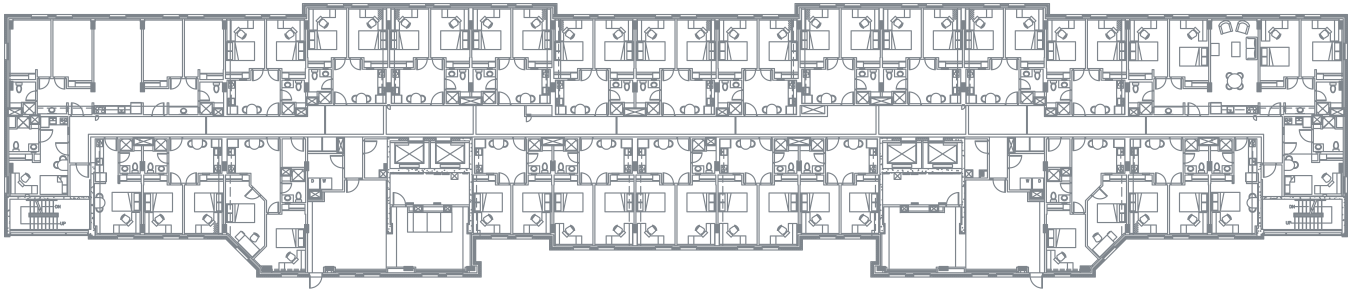
- Route to nearest exit
- Exit stairs
- Elevator
- Fire alarm pull station
- Fire extinguisher
- Fire hose cabinet with extinguisher

Floor Layouts

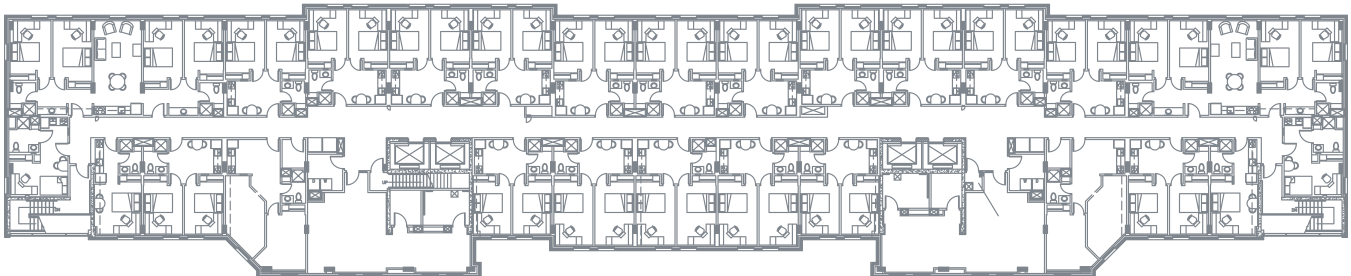
Floors 2-9



Floors 10–12



Floors 13



MacEwan Residence

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