

# STUDENT UNION EMERGENCY ACTION GUIDELINES

## WHAT YOU SHOULD DO

**Call University of Akron Police Department (UAPD) at 330-972-2911**

Be prepared to share:

- Type of emergency
- Location (building and room number)
- Your name
- Stay on the phone if possible

During a fire or if the elevators are inoperable, have people in wheelchairs move to the closest stairwell and call UAPD to let them know their location and if they need help.

**City of Akron Emergency Services** (Police, Fire/EMS) can be contacted by **dialing 911** from a cell phone or Microsoft Teams phone.

Immediately stop what you are doing.

Pull closest fire alarm pull station.

Exit the area using closest exit. **(Do not use elevators.)**

Report to your designated evacuation rally point.

**Lower-Level Shelter Location: Lower Level hallways & restrooms**

**Upper-Level Shelter Location: 3**

**rd Floor hallway & restrooms**

Stay in the shelter until g