

## **Example of a general emergency action plan:**

### **1. Tornado or Severe Weather Watch**

- Means conditions are right for a tornado or severe weather.
- Staff should be alert to weather conditions.
- Alert siren is **NOT** sounded

### **2. Tornado or Severe Weather Warning**

- Means a tornado/severe weather is sighted or indicated on the weather radar
- Alert siren located on Baker Hall **will sound** a steady tone, three-minute blast for severe weather warnings.
- When the alert siren sounds, remain calm and avoid panic
- Proceed quickly and safely to area of shelter, **NO ONE** should leave the building
  - Areas of safety** - rooms and corridors on the lowest floor or basement in the innermost part of a building
  - Areas to avoid** - stay clear of windows, corridors with windows, or large, free standing expanses.
- Assist physically challenged individuals during weather related emergencies
- Stay in the shelter area until the severe conditions pass or an “All Clear” message has been transmitted over the emergency broadcast system or local radio or television stations.
- After leaving the shelter area, report to the designated person/phone number to assist in accounting for all employees.
- After the tornado has passed, evaluate the situation and if emergency help is needed, call UNI Public Safety at **3-4000**.
- Be aware of dangerous structural conditions and downed power lines. Report damaged facilities to Physical Plant at **3-4400**.
- Be alert for fires, gas leaks, and power failures.

There is no guaranteed safe place during a tornado. However it is important to seek shelter in the best location to help minimize your exposure.