

City of Marysville

EMERGENCY PROCEDURES

FIRE



- Activate the nearest fire alarm pull station and call 9-1-1.
- Evacuate the building using the nearest exit. Refer to the evacuation route map posted by your location.
- Do not re-enter the building until authorized by a fire department or city official.

HAZARDOUS MATERIALS RELEASE



- Call 9-1-1 to report the location and nature of the hazard.
- Move away from the hazard to a safe location.
- Alert others to stay clear of the area.
- Notify emergency personnel if you have been exposed or if you have information about the hazardous material.

EVACUATION INFORMATION

- Evacuate the building using the nearest exit. Refer to the evacuation route map posted by your location. Do not use the elevators.
- Secure any hazardous materials or equipment before leaving.
- Follow directions given by Public Safety officers or city officials.
- Move as far away as possible from all buildings and assist persons with disabilities or special needs.
- Remain at the assembly area until directed to leave.

EARTHQUAKE



- Drop, cover and hold on under a table or against an inside wall (not in a doorway) until shaking stops.
- After the shaking stops, check yourself and others for injuries. Assist those in need.
- Evacuate the building using the nearest exit. Refer to the evacuation route map posted by your location.

ACTIVE SHOOTER/ INTRUDER/ LOCKDOWN



- If an armed or threatening intruder comes onto city property, report it immediately to 9-1-1.
- Evacuate if possible, following the standard evacuation procedure.
- If unable to evacuate, lock all doors and windows around you, barricade the door with furniture and turn off all the lights.
- If the intruder attempts to enter the room you are in, protect and defend yourself to the best of your abilities.

MEDICAL EMERGENCY



- Call 9-1-1 and state that medical aid is needed.
- Describe the location of the injured or sick person and the nature of the injury or problem. Give your name and phone number.
- Return to the injured or sick person. Do not leave the scene until help arrives.

SUSPICIOUS OBJECT

- Do not touch or disturb the object.
- Call 9-1-1 and provide a description of the object and its location.
- Notify your supervisor and/or lead.
- Be prepared to evacuate.

SHELTER IN PLACE

- Used during a possible hazardous material threat or an imminent, severe weather event.
- Bring everyone indoors into central locations or interior rooms above the ground floor and away from windows. Turn off all fans and HVAC equipment.
- Call your supervisor to report where you are and who is with you.

NEED HELP?

- Call 9-1-1 for all emergencies.
- If you cannot speak, call 9-1-1 and do not hang up!

