

## **EMERGENCY RESPONSE PROCEDURES AT THE NEURO**

### **EVACUATION (CODE GREEN)** (January 2025)

If an evacuation order (code green) is called for your area (due to fire or other emergency), you **MUST FOLLOW THE DIRECTIONS IMMEDIATELY**. No excuses. Never use an elevator.

- Any evacuation will be systematic, by floor or area, according to specific instructions given over the public address system. Listen carefully for instructions.
- Secure your area according to instructions in **CODE RED**.
- Have an evacuation plan and ensure all personnel are aware. Also designate a meeting place for your personnel outside of the evacuated area and make sure everyone is accounted for.
- Follow the evacuation route using the stairs. If you are not able to use stairs or have other disabilities, please discuss your situation with your supervisor and with Neuro Security **BEFORE** an incident occurs to obtain specific instructions.
- Keep out of the way of emergency personnel.