

EMERGENCY PROCEDURES




BUILDING NAME:

Van Pelt Manor (Gregory)
Facilities - Basement

ADDRESS:

3909 Spruce Street

EMERGENCIES: 215-573-3333 (PennComm)
511 from any campus phone

 Building Area of Refuge (BAR):	<i>PRIMARY:</i> Green Area, IFO Class of '25	<i>SECONDARY:</i> Green Area, IFO Harrison CH
 Building Relocation Site:	<i>PRIMARY:</i> Rodin College House	<i>SECONDARY:</i> Class of 1920 Dining Commons
 Building Shelter-in-Place Area:	Corridors on 2nd Floor	



Shelter-in-Place (Hazardous Materials)

Purpose: To shelter occupants inside the building in the event of a hazardous/ biological material, severe weather, or other emergency incident outside of the building.

- Go inside the nearest building.
- Close all windows and doors.
- Report to the building's shelter area.

Get Involved!

Join the PennReady team today! Call Fire & Emergency Services to find out how you can help. 215-573-7857

Know two ways out!



Evacuate (Fire)

Purpose: To alert occupants to leave the building in the event of an emergency incident, such as a fire, inside of the building.

- Notify and assist those needing help in the immediate area.
- Close all doors as you exit.
- Activate fire alarm pull station.
- Evacuate the building via nearest exit; report to BAR listed above; and call emergency number.
- Do not use elevators.
- Do not re-enter building until authorized by emergency personnel.



Lockdown (Active Threat)

RUN (Evacuate)
when an active shooter is in your vicinity.

HIDE (Hide Out)
if evacuation is not possible, find a place to hide.

FIGHT (Take Action)
AS A LAST RESORT, and only if your life is in danger.

POLICE RESPONSE
When law enforcement officers arrive: Keep your EMPTY hands raised and visible. Remain calm and follow instructions.

Visit the Public Safety Website to learn more about emergency procedures, including active shooter response

www.publicsafety.upenn.edu

See something suspicious? Call us 24/7/365
215-573-3333