



## CRC Board and Port Gardner Meeting Room Emergency Protocols

Please read the following script at the beginning of meetings in this room:

We take your safety very seriously and ask that you provide us your full attention while we briefly describe what to do in the event of an emergency here at 3900 Broadway.



In the event of a fire alarm, remain calm and proceed to the nearest safe exit without delay. We will assemble as a group past the main parking lot down in the Stadium parking lot (facilitator points west).

In the event of an earthquake, **DROP** where you are, **COVER** your head and neck with one arm, and **HOLD ON** until the shaking stops.



### AED



In the event of a cardiac emergency, an AED is available on the wall in the entry foyer just outside this room.

(Active Assailant - OPTIONAL FOR NON-DISTRICT MEETINGS) -

In the event of an active assailant within the building, we suggest the following: Your personal safety is your priority, so help others and call 911 as possible. **RUN** and escape if possible. **HIDE** if escaping isn't possible and **FIGHT** if your life is in imminent danger. **FIGHT** as a team to incapacitate the active assailant using physical aggression.



(Restrooms - OPTIONAL FOR ALL) –

**Public restrooms are available through these doors**  
(facilitator points east).

Thank you!