

In Case of a Fire Alarm in Your Area

If a fire alarm sounds in your area and you are in imminent danger (visible smoke, flames, etc.) **evacuate immediately**. If there are no signs of imminent danger:

- Terminate any phone calls or conversations that you are having; they are not more important than your safety.
- Activate the screen saver on your computer(s), e.g. Windows: [Window-key]-L; LINUX: Ctrl-Alt-L.
- Take your keys, cell phone, personal belongings, jacket, laptop, iPad, etc. with you. It may be hours or even days before you can get back into the building.
- Close, but do **not** lock your door.
- Exit the building by the **nearest** exit.
- Proceed to the outdoor assembly area and report to the person(s) responsible for personnel accountability.
- Do not leave the assembly area until directed to do so by the Local Emergency Coordinator (LEC) or Fire Captain.
- Do not enter any building that has alarms sounding.
- **The outdoor assembly area in building 510 is the front lawn west of the main entrance. The alternate location is the lawn further west, between buildings 510 and 555.**

If you can hear a fire alarm, but it is not alarming in your area (hallway), you are not required to evacuate. **If there is any indication of danger (signs of smoke, flames, etc.) you should evacuate immediately.**

BNL Sirens

- If a **continuous site siren** sounds, report to the indoor assembly area: the **Large Seminar Room**. If you are not in a building, go to the nearest building. Emergency information is communicated through the IP telephone system (PENS).
- If an **intermittent site siren** sounds, evacuate the site.
- The site siren is tested each Monday around noon. PENS is tested on the first Monday of each month.

Notes:

- **An Automatic External Defibrillator (AED) is located at the main entrance.**
- The LEC is: A. Franz (x4750) with M. Lenz (x5423) and R. Burns(x3745) as the alternates. In their absence, the highest-level Department manager serves as the LEC.
- A one-page summary of the Local Emergency Plan is posted throughout the building.
- [The full Local Emergency Plan is available on the Physics Department web pages.](#)

Remember: we are in the GREEN ZONE.