



Central Desert Complex Bldg. #1

Building Evacuation Plan

Date Revised
9/14/2017

Risk Management and Safety

BUILDING EVACUATION PLAN

Information regarding specific emergency incidents (i.e., fire, earthquake, violence, etc.) can be found in the UNLV Emergency Procedures. This document is located at: <https://rms.unlv.edu/fire-and-life/buildingevac/> under Fire & Life Safety, Building Evacuation Plans. If you have any questions concerning this, please call RMS at 895-4226 or John Guerra at 895-4861. Thank you.

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I. BUILDING INFORMATION

1. **Building Name:** Central Desert Complex Bldg. 1

2. **Building Safety Coordinator (BSC) Name:** Phillip Burns

Phone No. 702-895-4076

Fax No. 702-895-2514

Email: phillip.burns@unlv.edu

3. **Alternate BSC Name:** Andrea Barefield

Phone No. 702-895-2304

Fax No. 702-895-2514

Email: andrea.barefield@unlv.edu

4. **Emergency Assembly Area (EAA) Location (minimum 150' from building):**

Classroom Building Complex Plaza (between bldgs. CBC-A and CBC-C)

5. **Departments:**

A. Department: English Language Center

Department 1 Coordinator: Marieta A. Simeonova Pissarro

Phone No.: 702-895-3925

Email: marieta.simeonovapissarro@unlv.edu

B. Department: Office of Student Conduct

Department 2 Coordinator: Phillip Burns

Phone No.: 702-895-4076

Email: phillip.burns@unlv.edu

6. **Building Safety Committee** (if applicable): N/A

A. Member: NOT APPLICABLE

Phone No.:

Department or Unit:

7. **Emergency Staff**

A **Role Taker** is a building occupant assigned to take roll call at the EAA after a building evacuation. Once the roll has been taken they should turn in their role sheets to the Building Safety Coordinator to be relayed to 1st responding agencies.

A **Floor Monitor** is a building occupant assigned to assist with a floor and building evacuation during an emergency by checking for and alerting other occupants on their way out of the building.

A. **Roll Takers**

1. Department or Unit: English Language Center

Roll Taker 1: Cristina Scoble

Roll Taker 2: Carmen Campos

2. Department or Unit: Office of Student Conduct

Roll Taker 1: Phillip Burns

Roll Taker 2: Andrea Barefield

B. **Floor Monitors**

1. Department or Unit: English Language Center

Floor Monitor 1: Cristine Scoble

Floor Monitor 2: Carmen Campos

2. Department or Unit: Office of Student Conduct

Floor Monitor 1: Phillip Burns

Floor Monitor 2: Andrea Barefield

Acronyms and Term

Acronym	Meaning
BSC	EAA
BEP	EOC
DSC	RM&S

UNLVPD	Emergency Assembly Area
Building Safety Coordinator	Emergency Operations Center
Building Evacuation Plan	Risk Management and Safety
Department Safety Coordinator	University of Nevada Las Vegas Police Department

Term	Definition
Building Emergency Plan	A document which consists of emergency information and procedures, activities for preparing for emergencies, and roles and responsibilities of building occupants.
Building Safety Committee	A group usually composed of members of each department in the building, generally chaired by the BSC, charged with building emergency preparedness and overseeing building safety concerns.
Building Safety Coordinator	A University employee who has a defined role in campus emergency/disaster preparedness: he or she prepares the BEP and serves as the communication liaison between campus service agencies and building occupants for specific circumstances enumerated in the BSC position description.
Department Safety Coordinator	A University employee who assists in coordinating, implementing, and documenting the department's safety program. This includes ensuring department employees are trained on their BEP(s).
Floor Monitor	A building occupant assigned to assist with a building evacuation during an emergency by alerting other occupants on their way out of the building. The Floor Monitor will assist the First Responders in ensuring that personnel will not enter the building until the building has been determined to be safe to re-enter.
Roll Taker	A building occupant assigned to take roll call at the EAA after a building evacuation. The Roll Taker will assist the First Responders in ensuring that personnel will not enter the building until the building has been determined to be safe to re-enter.
Emergency Responder(s)	Trained personnel who provide assistance in an emergency. They are not building occupants and may be from the University, University Police, local fire departments, RM&S, Facilities

Management, etc. In critical situations they may take charge of the building and have full authority over activities in and around the building.

EAA

A pre-designated safe location near a building where building occupants assemble and report to the roll taker(s) after evacuating the building.

Emergency Operations Center (EOC)

The headquarters for designated representatives of campus essential services, where campus response is coordinated and resources are allocated during a disaster.

In the event of an emergency building closure, your building evacuation plan should address and delegate responsibility to building personnel for any special accommodations you would like implemented such as; posting building closure notices, escorting staff, monitoring building entrances, etc.



Building Evacuation Plan

College of Fine Arts Central Desert Complex CDC2

Date Revised
11/01/2016

Risk Management and Safety

BUILDING EVACUATION PLAN

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I. BUILDING INFORMATION

1. **Building Name:** Central Desert Complex CDC2

2. **Building Safety Coordinator (BSC) Name:** Delia Martin

Phone No.: 702-895-2554

Fax No.: 702-895-4194

Email: delia.martin@unlv.edu

3. **Alternate BSC Name:** Michael Tylo

Phone No.: 702-895-2520

Fax No.: 702-895-4194

Email: michael.tylo@unlv.edu

4. **Emergency Assembly Area (EAA) Location (minimum 150' from building):**

Cement walkway to the North

5. Departments

A. Department 1 Coordinator: Delia Martin (FDH 630A)

DSC Name: College of Fine Arts Dean's Office

Phone No.: 895-2554

Email: delia.martin@unlv.edu

B. Department 2 Coordinator: Julie Johnson (CDC2)

DSC Name: College of Fine Arts Advising Center

Phone No.: 895-5391

DSC Name: College of Fine Arts Academic Advising Center

Email: julie.johnson@unlv.edu

THIS FORM SHOULD BE UPDATED ANNUALLY AND SUBMITTED TO THE DEPARTMENT OF RISK MANAGEMENT AND SAFETY. 2

6. Building Safety Committee (if applicable): N/A

A. MEMBER:

Phone No.:

Department or Unit:

7. Emergency Staff

A **Role Taker** is a building occupant assigned to take roll call at the EAA after a building evacuation. Once the roll has been taken they should turn in their role sheets to the Building Safety Coordinator to be relayed to 1st responding agencies.

A **Floor Monitor** is a building occupant assigned to assist with a floor and building evacuation during an emergency by checking for and alerting other occupants on their way out of the building.

A. Roll Takers

1. Department or Unit: CDC2

Roll Taker 1: Julie Johnson

Roll Taker 2: Stacy Shapin

B. Floor Monitors

1. Department or Unit: CDC2

Floor Monitor 1: Kristie Berthelotte

Floor Monitor 2: Julie Johnson

Acronyms and Term

<u>Acronym</u>	<u>Meaning</u>
BSC	Building Safety Coordinator
BEP	Building Evacuation Plan
DSC	Department Safety Coordinator
EAA	Emergency Assembly Area
EOC	Emergency Operations Center
RM&S	Risk Management and Safety
UNLVDPD	University of Nevada Las Vegas Police Department

<u>Term</u>	<u>Definition</u>
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Building Emergency Plan	A document which consists of emergency information and procedures, activities for preparing for emergencies, and roles and responsibilities of building occupants.
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THIS FORM SHOULD BE UPDATED ANNUALLY AND SUBMITTED TO THE DEPARTMENT OF RISK MANAGEMENT AND SAFETY. 3

Building Safety Committee	A group usually composed of members of each department in the building, generally chaired by the BSC, charged with building emergency preparedness and overseeing building safety concerns.
Building Safety Coordinator	A University employee who has a defined role in campus emergency/disaster preparedness: he or she prepares the BEP and serves as the communication liaison between campus service agencies and building occupants for specific circumstances enumerated in the BSC position description.
Department Safety Coordinator	A University employee who assists in coordinating, implementing, and documenting the department's safety program. This includes ensuring department employees are trained on their BEP(s).
Floor Monitor	A building occupant assigned to assist with a building evacuation during an emergency by alerting other occupants on their way out of the building. The Floor Monitor will assist the First Responders in ensuring that personnel will not enter the building until the building has been determined to be safe to re-enter.
Roll Taker	A building occupant assigned to take roll call at the EAA after a building evacuation. The Roll Taker will assist the First Responders in ensuring that personnel will not enter the building until the building has been determined to be safe to re-enter.
Emergency Responder(s)	Trained personnel who provide assistance in an emergency. They are not building occupants and may be from the University, University Police, local fire departments, RM&S, Facilities Management, etc. In critical situations they may take charge of the building and have full authority over activities in and around the building.
EAA	A pre-designated safe location near a building where building occupants assemble and report to the roll taker(s) after evacuating the building.
Emergency Operations Center (EOC)	The headquarters for designated representatives of campus essential services, where campus response is coordinated and resources are allocated during a disaster.

In the event of an emergency building closure, your building evacuation plan should address and delegate responsibility to building personnel for any special accommodations you would like implemented such as; posting building closure notices, escorting staff, monitoring building entrances, etc.



CDC Building 3

Building Evacuation Plan

Date Revised
4/27/2017

Risk Management and Safety

BUILDING EVACUATION PLAN

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I. BUILDING INFORMATION

1. **Building Name:** Central Desert Complex Building 3

2. **Building Safety Coordinator (BSC) Name:** Gina Sully, PhD

Phone: 702-895-3749

Fax:

E-mail: gina.sully@unlv.edu

3. **Alternate BSC Name:** Brianna Silverio

Phone: 702-895-4662

E-mail:

4. **Emergency Assembly Area (EAA) Location (minimum 150' from building):**

On the Alumni Walk, in front of the main entrance to the Central Desert Complex, between CDC – 1 and CDC – 11.

5. Departments:

A. Department: The Writing Center

Department 1 Coordinator:

DSC Name: Gina Sully, PhD

Phone: 702-895-3749

E-mail: gina.sully@unlv.edu

B. Department: Department of English Part-Time Instructors

Department 2 Coordinator:

DSC Name:

Phone: 702-895-4662

E-mail:

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6. **Building Safety Committee** (if applicable): N/A

A. Member:

Phone No.:

Department or Unit:

7. **Emergency Staff**

A **Roll Taker** is a building occupant assigned to take roll call at the EAA after a building evacuation. Once the roll has been taken they should turn in their role sheets to the Building Safety Coordinator to be relayed to 1st responding agencies. The Roll Taker will assist the First Responders in ensuring that personnel will not enter the building until the building has been determined to be safe to re-enter.

A **Floor Monitor** is a building occupant assigned to assist with a floor and building evacuation during an emergency by checking for and alerting other occupants on their way out of the building. The Floor Monitor will assist the First Responders in ensuring that personnel will not enter the building until the building has been determined to be safe to re-enter.

A. **Roll Takers**

1. Department or Unit: CDC 3 - 301

Roll Taker 1:

Name: Gina Sully, PhD

Phone: 702-895-3749

Fax:

E-mail: patrice.hollrah@unlv.edu

2. Department or Unit: CDC 3 - 311

Roll Taker 1:

Name: Gina Sully, PhD

Phone: 702-895-3749

Fax:

E-mail: gina.sully@unlv.edu

B. **Floor Monitors**

1. Department or Unit: CDC 3 - 301

Floor Monitor 1:

Name: Gina Sully, PhD

Phone: 702-895-3749

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TO THE DEPARTMENT OF RISK MANAGEMENT AND SAFETY.**

Fax:

E-mail: gina.sully@unlv.edu

2. Department or Unit: CDC 3 - 311

Floor Monitor 1:

Name: Gina Sully, PhD

Phone: 702-895-3749

Fax:

E-mail: gina.sully@unlv.edu

Acronyms and Term

Acronym	Meaning
BSC	Building Safety Coordinator
BEP	Building Evacuation Plan
DSC	Department Safety Coordinator
EAA	Emergency Assembly Area
EOC	Emergency Operations Center
RM&S	Risk Management and Safety
UNLVDPD	University of Nevada Las Vegas Police Department

Term	Definition
Building Emergency Plan	A document which consists of emergency information and procedures, activities for preparing for emergencies, and roles and responsibilities of building occupants.
Building Safety Committee	A group usually composed of members of each department in the building, generally chaired by the BSC, charged with building emergency preparedness and overseeing building safety concerns.
Building Safety Coordinator	A University employee who has a defined role in campus emergency/disaster preparedness: he or she prepares the BEP and serves as the communication liaison between campus service

**THIS FORM SHOULD BE UPDATED ANNUALLY AND SUBMITTED 4
TO THE DEPARTMENT OF RISK MANAGEMENT AND SAFETY.**

agencies and building occupants for specific circumstances enumerated in the BSC position description.

Department Safety Coordinator A University employee who assists in coordinating, implementing, and documenting the department's safety program. This includes ensuring department employees are trained on their BEP(s).

Floor Monitor A building occupant assigned to assist with a building evacuation during an emergency by alerting other occupants on their way out of the building. The Floor Monitor will assist the First Responders in ensuring that personnel will not enter the building until the building has been determined to be safe to re-enter.

Roll Taker A building occupant assigned to take roll call at the EAA after a building evacuation. The Roll Taker will assist the First Responders in ensuring that personnel will not enter the building until the building has been determined to be safe to re-enter.

Emergency Responder(s) Trained personnel who provide assistance in an emergency. They are not building occupants and may be from the University, University Police, local fire departments, RM&S, Facilities Management, etc. In critical situations they may take charge of the building and have full authority over activities in and around the building.

EAA A pre-designated safe location near a building where building occupants assemble and report to the roll taker(s) after evacuating the building.

Emergency Operations Center (EOC) The headquarters for designated representatives of campus essential services, where campus response is coordinated and resources are allocated during a disaster.

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Central Desert Complex Building 4
Building Evacuation Plan

Date Revised
1/20/2017

Risk Management and Safety

BUILDING EVACUATION PLAN

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I. BUILDING INFORMATION

1. **Building Name:** Central Desert Complex Building 4

2. **Building Safety Coordinator (BSC) Name:** Marie E. Torres

Phone: 702-895-3433

Fax: 702-895-1279

Email: marie.torres@unlv.edu

3. **Alternate BSC Name:** David Beisecker

Phone: 702-895-3475

Fax: 702-895-1279

Email: beiseckd@unlv.nevada.edu

4. **Emergency Assembly Area (EAA) Location (minimum 150' from building):** Front of Dining complex near street.

5. **Departments:**

A. Department: Philosophy

Department 1 Coordinator: Marie Torres

DSC Name: Marie Torres

Phone No.: 895-3433

Email: marie.torres@unlv.edu

THIS FORM SHOULD BE UPDATED ANNUALLY AND SUBMITTED TO THE DEPARTMENT OF RISK MANAGEMENT AND SAFETY. 2

Building Emergency Plan	A document which consists of emergency information and procedures, activities for preparing for emergencies, and roles and responsibilities of building occupants.
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Building Name
Central Desert Complex 5

Building Evacuation Plan

Risk Management and Safety

BUILDING EVACUATION PLAN

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I. BUILDING INFORMATION

1. **Building Name:** CDC-5

2. **Building Safety Coordinator (BSC) Name:** Mark Ashcraft

3. **Alternate BSC Name:**

4. **Emergency Assembly Area (EAA) Location (minimum 150' from building):** Steps by CBC-A

5. **Departments:**

A. Department: Psychology
Department 1 Coordinator: AA IV in Psychology
DSC Name: Kathryn Levasseur
Phone No.: 5-0176
Email: Kathryn.levasseur@unlv.edu

THIS FORM SHOULD BE UPDATED ANNUALLY AND SUBMITTED TO THE DEPARTMENT OF RISK MANAGEMENT AND SAFETY. 2

Acronyms and Term

<u>Acronym</u>	<u>Meaning</u>
BSC	Building Safety Coordinator
BEP	Building Evacuation Plan
DSC	Department Safety Coordinator
EAA	Emergency Assembly Area
EOC	Emergency Operations Center
RM&S	Risk Management and Safety
UNLVPD	University of Nevada Las Vegas Police Department

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Roll Taker	A building occupant assigned to take roll call at the EAA after a building evacuation.

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Emergency Responder(s)	Trained personnel who provide assistance in an emergency. They are not building occupants and may be from the University, University Police, local fire departments, RM&S, Facilities Management, etc. In critical situations they may take charge of the building and have full authority over activities in and around the building.
EAA	A pre-designated safe location near a building where building occupants assemble and report to the roll taker(s) after evacuating the building.
Emergency Operations Center (EOC)	The headquarters for designated representatives of campus essential services, where campus response is coordinated and resources are allocated during a disaster.



Central Desert Complex Bldg. #6

Building Evacuation Plan

Date Revised
12/12/2016

Risk Management and Safety

BUILDING EVACUATION PLAN

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I. BUILDING INFORMATION

1. **Building Name:** Central Desert Complex Bldg. 6

2. **Building Safety Coordinator (BSC) Name:** Russell Hurlburt

Phone No. 702-895-0194

Fax No. 702-895-0195

Email: russ@unlv.nevada.edu

3. **Alternate BSC Name:** Chris Heavey

Phone No. 702-895-0186

Fax No. 702-895-0195

Email: chris.heavey@unlv.edu

4. **Emergency Assembly Area (EAA) Location (minimum 150' from building):**

Classroom Building Complex Plaza (between bldgs. CBC-A and CBC-C)

5. **Departments:**

A. Department: Psychology

Department 1 Coordinator: Russell Hurlburt

DSC Name:

Phone No.: 702-895-0194

Email: russ@unlv.nevada.edu

6. **Building Safety Committee** (if applicable): N/A

A. Member:

Phone No.:

Department or Unit:

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7. Emergency Staff

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A **Floor Monitor** is a building occupant assigned to assist with a floor and building evacuation during an emergency by checking for and alerting other occupants on their way out of the building.

A. Roll Takers

1. Department or Unit:

Roll Taker 1: Russell Hurlburt

Roll Taker 2: Chris Heavey

B. Floor Monitors

1. Department or Unit:

Floor Monitor 1: Russ Hurlburt

Floor Monitor 2: Chris Heavey

Acronyms and Term

<u>Acronym</u>	<u>Meaning</u>
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<u>Term</u>	<u>Definition</u>
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Emergency Operations Center (EOC)	The headquarters for designated representatives of campus essential services, where campus response is coordinated and resources are allocated during a disaster.

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Building Evacuation Plan

CDC Bldgs. 7, 8, 9 and 10

Date Revised

September 12, 2017

Risk Management and Safety

BUILDING EVACUATION PLAN

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I. BUILDING INFORMATION

1. **Building Name:** Central Desert Complex Bldgs. 7, 8, 9 and 10

2. **Building Safety Coordinator (BSC) Name:** Pat Pablo

Phone No.: 702-895-0366

Fax No.: 702-895-4343

Email: patricia.pablo@unlv.edu

3. **Alternate BSC Name:** Elsa Juarez

Phone No.: 702-895-3567

Fax No.: 702-895-4343

Email: elsa.juarez@unlv.edu

4. **Emergency Assembly Area (EAA) Location (minimum 150' from building):** In front of the Dining Complex near the street.

5. Departments

A. Department 1 Coordinator:

DSC Name: Patricia Pablo

Phone No.: 702-895-0366

Email: patricia.pablo@unlv.edu

B. Department 2 Coordinator:

DSC Name: Zhijian Wu

Phone No.: 702-895-3567

Email: zhijian.wu@unlv.edu

C. Department 3 Coordinator:

DSC Name: Lori Ornelas

Phone No.: 702-895-0304

Email: lori.ornelas@unlv.edu

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6. **Campus Safety Committee** (if applicable): N/A

A. Member:

Phone No.:

Department or Unit:

7. **Emergency Staff**

A **Role Taker** is a building occupant assigned to take roll call at the EAA after a building evacuation. Once the roll has been taken they should turn in their role sheets to the Building Safety Coordinator to be relayed to 1st responding agencies.

A **Floor Monitor** is a building occupant assigned to assist with a floor and building evacuation during an emergency by checking for and alerting other occupants on their way out of the building.

A. **Roll Takers**

1. Department or Unit:

Roll Taker 1: Lori Ornelas

Roll Taker 2: Pat Pablo

B. **Floor Monitors**

1. Department or Unit: CDC Bldg. 7

Floor Monitor 1: Bob Ain

Floor Monitor 2: Gary Phelps

2. Department or Unit: CDC Bldg. 8

Floor Monitor 1: Lori Ornelas

Floor Monitor 2: Elsa Juarez

3. Department or Unit: CDC Bldg. 9

Floor Monitor 1: Doug Burke

Floor Monitor 2: Derrick DuBose

4. Department or Unit: CDC Bldg. 10

Floor Monitor 1: Malwane Ananda

Floor Monitor 2: Arthur Baragar

Acronyms and Terms

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Acronym	Meaning
BSC	Building Safety Coordinator
BEP	Building Evacuation Plan
DSC	Department Safety Coordinator
EAA	Emergency Assembly Area
EOC	Emergency Operations Center
RM&S	Risk Management and Safety
UNLVPD	University of Nevada Las Vegas University Police Department

Term	Definition
Building Safety Coordinator	A University employee who has a defined role in campus emergency/disaster preparedness: he or she prepares the BEP and serves as the communication liaison between campus service agencies and building occupants for specific circumstances enumerated in the BSC position description.
Building Emergency Plan	A document which consists of emergency information and procedures, activities for preparing for emergencies, and roles and responsibilities of building occupants.
Building Safety Committee	A group usually composed of members of each department in the building, generally chaired by the BSC, charged with building emergency preparedness and overseeing building safety concerns.
Department Safety Coordinator	A University employee who assists in coordinating, implementing, and documenting the department's safety program. This includes ensuring department employees are trained on their BEP(s).
Department Safety Committee	A group composed of department representatives (preferably from each major unit in the department). If a department occupies different buildings, representatives from each building should be on the committee. The committee takes care of the department's health and safety issues and shall meet at least quarterly.
EAA	A pre-designated safe location near a building where Building occupants assemble and report to the roll taker(s) after evacuating the building.

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Emergency Operations Center (EOC)	The headquarters for designated representatives of campus essential services, where campus response is coordinated and resources are allocated during a disaster.
Emergency Responder(s)	Trained personnel who provide assistance in an emergency. They are not building occupants and may be from the University, University Police, local fire departments, RM&S, Facilities Management, etc. In critical situations they may take charge of the building and have full authority over activities in and around the building.
Emergency Response Team	Highly trained volunteer university employees from RM&S and Facilities Management Departments, as well as other select employees, who respond to specific campus emergencies, i.e. Gas leaks, medical emergencies, utility outages, and building evacuations.
Floor Monitor	A building occupant assigned to assist with a building evacuation during an emergency by alerting other occupants on their way out of the building. The Floor Monitor will assist the First Responders in ensuring that personnel will not enter the building until the building has been determined to be safe to re-enter.
Roll Taker	A building occupant assigned to take roll call at the EAA after a building evacuation. The Roll Taker will assist the First Responders in ensuring that personnel will not enter the building until the building has been determined to be safe to re-enter.

In the event of an emergency building closure, your building evacuation plan should address and delegate responsibility to building personnel for any special accommodations you would like implemented such as; posting building closure notices, escorting staff, monitoring building entrances, etc.

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