

# **Emergency Evacuation Procedures**

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In the event of an emergency the emergency evacuation routes are the stairwells at the end of each hallway which lead to the manual doors on the front of the building. **DO NOT USE THE ELEVATOR FOR EMERGENCY EVACUATION.** The stairs have lighted **EXIT** signs over the doors to the stairwells on the upper floors and **EXIT** signs on the first floor pointing toward the manual doors at either end of the building. The stairwells are designed as emergency shelters.

If you cannot evacuate the building without assistance go to one of the stairwells and shelter in the stair well until emergency personnel (firemen) arrive to assist you.

## **Alternate Escape Routes**

Those on the ground floor can evacuate either through the hallway or through their patio doors. If the evacuation route down the stairs is blocked or you cannot exit by the stairs go to your balcony so that emergency personnel can see you when they arrive.

Once you are clear of the building proceed to the designated congregation areas so you can be counted and given additional instructions. For Buildings 1, 2 and 3 your congregation area is at the Gazebo. For Buildings 4 and 5 your congregation area is at the Fountain across the street. (An aerial view map is included at the end of these instructions indicating the locations of the congregation areas.)

## **Types of Emergencies**

**Fire** – Evacuate building, congregate in area assigned to your building (see paragraph above) clear the immediate area around the building for emergency personnel. A head count of the residents will be conducted and after everyone has been accounted for, move to a safer location; i.e. the Clubhouse or nearby condo.

**Gas Leak** – Evacuate the building and congregate in assigned area or go to the Clubhouse.

**Earthquake** – Evacuate the building and congregate in the assigned area or go to the Clubhouse. Stay outside and keep away from any power lines.

**Tornado** – Evacuate to the stairwells as close to the grounds as possible.

**Hurricane or Tropical Storm** – Secure everything outside and on the balconies if we have advance warning: stay inside building away from the windows. Move into stairwells if necessary.

**Flood from the outside** – Everyone on first floor go to upper floors and await the arrival of emergency personnel.

**Broken water pipe** – Everyone in area where the water is coming down evacuate the building or go to another unit that is not getting water. Do not reenter the flooded unit until the fire department has shut off the electricity.

### **ELEVATOR USE**

#### **Do not use elevator if:**

- A gas leak emergency has been reported and residents were told to evacuate the residences.
- Fire alarm notification or fire emergency evacuation. Someone on each floor should check to make sure those on their floor are aware of emergency and ensure that all are in the process of evacuating. Someone needs to assist our elderly and disabled residents in the event of an emergency and/or evacuation.

Identify residents who will need assistance and those who would be able to provide them with assistance if needed.

The doors to the individual units are not fire doors. All doors are raised from the floor for air circulation. This means that if there is a fire smoke would come under the doors. If you are unable to exit slow down the smoke by placing a throw rug or wet towel at the bottom of the front door.

Remember to take your pets, your wallet or purse, and your cell phone with you when you evacuate, but do not delay exiting to retrieve these items. Emergency personnel will rescue pets and your wallet or purse and cell phones are replaceable.

In case of fire remember to warn emergency personnel about the oxygen tanks or other flammable items of concern.

# Evacuation Meeting Locations

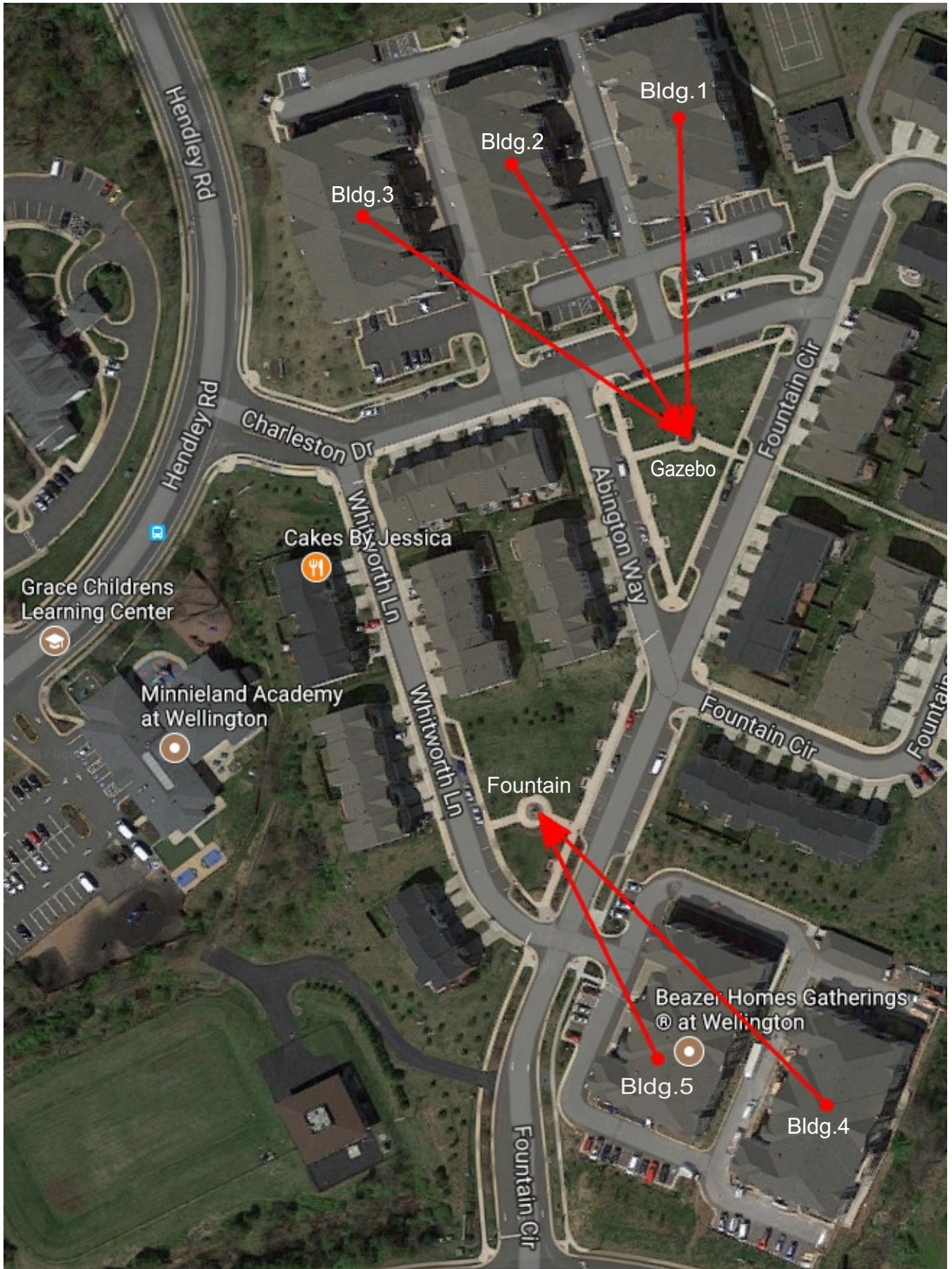


Exhibit 1