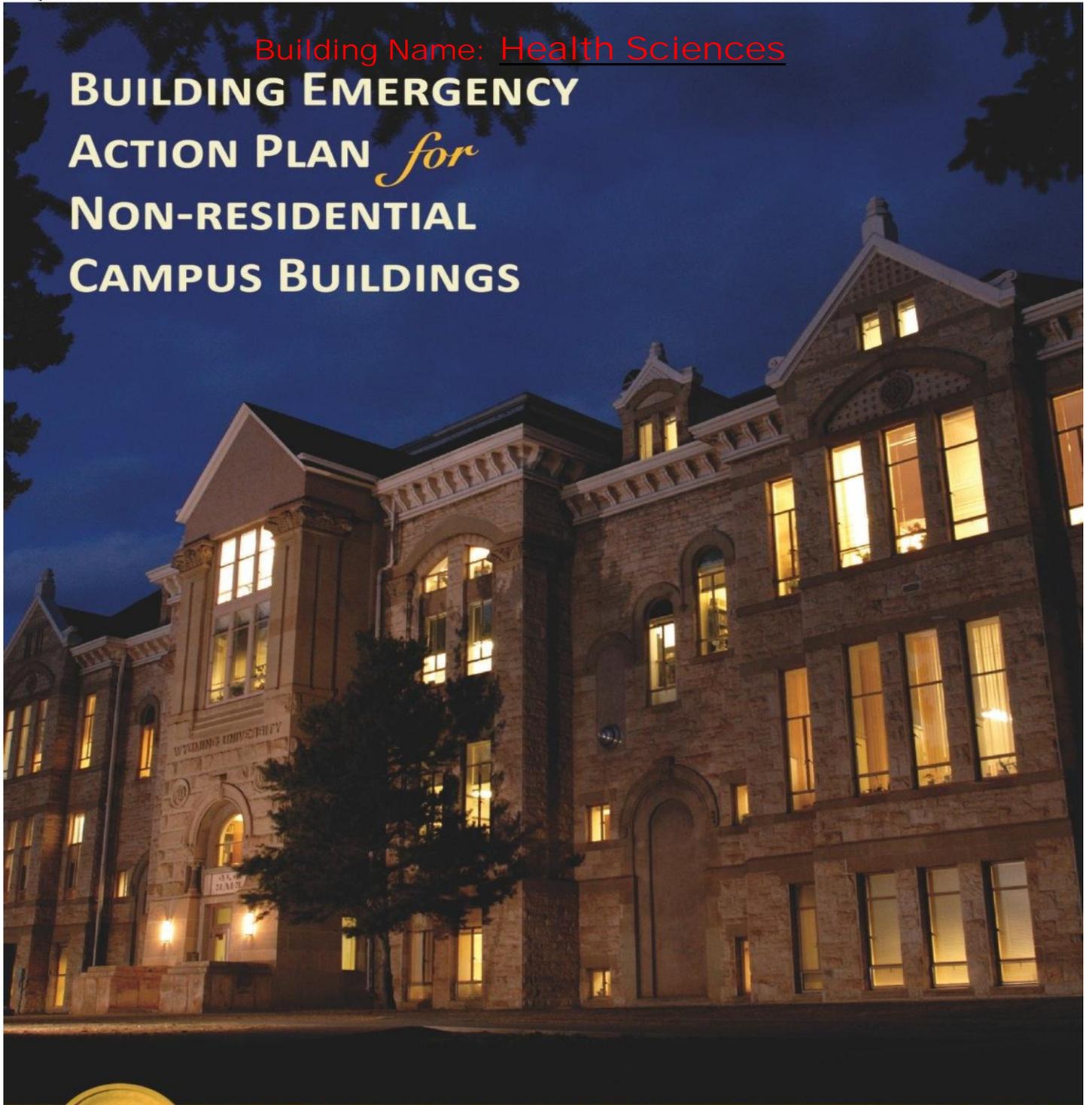




# UNIVERSITY OF WYOMING

Building Name: Health Sciences

## BUILDING EMERGENCY ACTION PLAN *for* NON-RESIDENTIAL CAMPUS BUILDINGS



UNIVERSITY OF WYOMING



## Building Emergency Action Plan for Non-residential Campus Buildings

**Building Name:** Health Sciences

Date of last update/review: 10Nov2012

(It is recommended the plan be updated regularly and updates submitted to  
UW Department of Environmental Health and Safety, UWEHS@uwyo.edu)

**Emergency: 911**

**University of Wyoming Police Department (UWPD) Dispatch (24/7): 307-766-5179**

**Environmental Health and Safety (EHS): 307-766-3277**

**EHS after hours: Contact UWPD Dispatch**

**Physical Plant Service Desk (24/7): 307-766-6225**

### Pharmacy Wing Building Emergency Contacts

Position	Dept.	Name	Office Location	Office Phone	Cell Phone
Building Emergency Coordinator	Pharmacy	Kurt Dolence	398	766-2954	399-1874
Building Emergency Coordinator Alternate	Pharmacy	Dean Linda Martin effective 1Jan2005	465A; 294 after 1Jan2005	766-6128	760-6797
<b>1<sup>st</sup> floor</b> Work Area Emergency Coordinator	Pharmacy	Xiaohui "Jeffrey" Yang	192D	766-6127	307-760-9058
<b>1<sup>st</sup> floor</b> Work Area Alternate Coordinator	Pharmacy	Bobbie Cesko	292A	766-6121	721-2824 Home
<b>2<sup>nd</sup> floor</b> Work Area Emergency Coordinator	Pharmacy	Thyagarajan "Baski" Baskaran	279	766-6482	973-979-5776
<b>2<sup>nd</sup> floor</b> Work Area Alternate Coordinator	Pharmacy	JoAnn Rule	288F	766-2956	760-2278
<b>3<sup>rd</sup> floor</b> Work Area Emergency Coordinator	Pharmacy	Kurt Dolence	398	766-2954	399-1874
<b>3<sup>rd</sup> floor</b> Work Area Alternate Coordinator	Pharmacy	Dave Bruch	394	766-6064	307-262-2505
<b>4<sup>th</sup> floor</b> Work Area Emergency Coordinator	Pharmacy	Suzanne Clark	480	766-4198	970-214-0936
<b>4<sup>th</sup> floor</b> Work Area Alternate Coordinator	Pharmacy	Carol Kobulnicky	490	766-2691	760-8829
<b>5<sup>th</sup> floor</b> Work Area Emergency Coordinator	Pharmacy	Jun Ren	594A	766-6131	760-0741
<b>5<sup>th</sup> floor</b> Work Area Alternate Coordinator	Pharmacy	Bruce Culver	595B	766-6481	
<b>6<sup>th</sup> floor</b> is unoccupied except for the incinerator	Pharmacy responsible party	Xiaohui "Jeffrey" Yang	192D	766-6127	307-760-9058

**PUBLIC and STUDENT VERSION**

**Designated Evacuation Assembly Area for the pharmacy wing personnel of the Health Science Building is:**

The Earth Sciences (Geology) building located directly east of the School of Pharmacy

**Preferred Shelter-In-Place locations for the Building are:**

**In case of tornado**-----the basement (first floor) or second floor is preferred in room without windows. Rooms without windows are the following:

Women's rest rooms at the west end of each hallway

5<sup>th</sup> floor – 585

4<sup>th</sup> floor –481, 483

3<sup>rd</sup> floor - 391, 393

2<sup>nd</sup> floor –288F, 288C, 288D, 288E

1<sup>st</sup> floor (basement) – East side hall way leading to the animal facilities – only authorized people with the card swipe capability will be able to enter the animal facilities

**In other situations such as a threat of active shooter seek SECURE shelter** in rooms that can be locked from the interior:

Move to the designated areas assigned for this department

**Copies of this Building Emergency Action Plan are kept in the following locations: See UWYO plan for distribution list**

Departmental confidential copy: Kurt's office room 398, Linda's office 465A, Dean's office 292

- Electronic version posted on SOP warehouse storage site, HSC warehouse storage site

Student version copy: student lounge 461, reading room 291

**Building Emergency Contacts: Dean's administrative offices, HSC staff located on the first floor and the Center for Rural Health Research & Education**

<b>Position</b>	<b>Dept.</b>	<b>Name</b>	<b>Office Location</b>	<b>Office Phone</b>	<b>Cell Phone</b>
Building Emergency Coordinator	Pharmacy	Kurt Dolence	398	766-2954	399-1874
Department Emergency Coordinator	HSC Dean's office	Joseph F. Steiner	HSC 235	766-6556	760-6427
Department Emergency Coordinator Alternate	HSC Dean's office	Laurie Kempert	HSC 235	766-3010	
<b>1<sup>st</sup> floor</b> Work Area Emergency Coordinator	HSC staff 1 <sup>st</sup> floor	Lisa Shipley	HS 110	766-6704	307-721-3837
<b>1<sup>st</sup> floor</b> Work Area Alternate Coordinator	HSC staff 1 <sup>st</sup> floor	Craig Vaske	HS 112	766-3499	

**Designated Evacuation Assembly Area is:**

The adjacent Classroom Building, northwest vestibule

**Preferred Shelter-In-Place locations for the Building are:**

**In case of tornado**-----the basement (first floor) or second floor is preferred in room without windows. Rooms without windows are the following:

HSC 128 and HSC 136

**In other situations such as a threat of active shooter seek SECURE shelter** in rooms that can be locked from the interior:

Move to the designated areas assigned for this department

**Copies of this Building Emergency Action Plan are kept in the following locations: See UWYO plan for distribution list**

HSC 235 Dean's office with Dean's Administrative assistant

HSC 110, 112, 114, 118

Public version of this document will be posted on bulletin boards in the hallway

**Building Emergency Contacts - Health Sciences/Communications Disorders**

<b>Position</b>	<b>Dept.</b>	<b>Name</b>	<b>Office Location</b>	<b>Office Phone</b>	<b>Cell Phone</b>
Building Emergency Coordinator	Pharmacy	Kurt Dolence	398	766-2954	399-1874
Department Emergency Coordinator	Communication Disorders	Robin Petroski	HS265	766-6394	760-2831
Department Emergency Coordinator Alternate	Communication Disorders	Jen Jaramillo	HS268	766-6328	760-4298
Work Area Emergency Coordinator	Communication Disorders	Diane Epler	HS160	766-6426	
Work Area Emergency Alternate Coordinator	Communication Disorders	Lynda Coyle	HS267	766-5714	

**Designated Evacuation Assembly Area for the communications disorders personnel of the Health Science Building is:**

The western side of the adjacent Bureau of Mines building located north of the Health Science center

**Preferred Shelter-In-Place locations for the Building are:**

**In case of tornado**-----the bottom of the stairwells and the adjacent east hallway (no room number)

**In other situations such as a threat of active shooter seek SECURE shelter** in rooms that can be locked from the interior:

Move to the designated areas assigned for this department

**Copies of this Building Emergency Action Plan are kept in the following locations: See UWYO plan for distribution list**

Faculty version in Admin Asst office, HS 265

Student & public version in HS 265; Grad Handbook online; posted in Clinic

**Building Emergency Contacts – Health Sciences/Nursing**

<b>Position</b>	<b>Dept.</b>	<b>Name</b>	<b>Office Location</b>	<b>Office Phone</b>	<b>Cell Phone</b>
Building Emergency Coordinator	Pharmacy	Kurt Dolence	HS398	766-2954	399-1874
Department Emergency Coordinator	Nursing	Denise Gable	HS351D	766-6569	742-8395
Department Emergency Coordinator Alternate	Nursing	Susan Steiner	HS331	766-6753	460-1885
Work Area Emergency Coordinator	Nursing	Matthew Sholty	HS446	766-6715	399-3868
Work Area Emergency Coordinator	Nursing	Christina Lepper	HS351B	766-4312	399-9636

**Designated Evacuation Assembly Area(s) for Building are:**

Classroom Building West Atrium

**Preferred Shelter-In-Place locations for the Building are:**

Basement of HS building WIND hallway

**In other situations such as a threat of active shooter seek SECURE shelter** in rooms that can be locked from the interior:

Move to the designated areas assigned for this department

**Copies of this Building Emergency Action Plan are kept in the following locations:**

The emergency coordinators for the school will all have the comprehensive documents. The student versions will be posted in our classrooms (HS364, HS355) and simulation area.

**Building Emergency Contacts – Social Work**

<b>Position</b>	<b>Dept.</b>	<b>Name</b>	<b>Office Location</b>	<b>Office Phone</b>	<b>Cell Phone</b>
Building Emergency Coordinator	Pharmacy	Kurt Dolence	HS 398	766-2954	399-1874
Department Emergency Coordinator	Social Work	Jill Ottman	HS328	766-6112	399-7061
Department Emergency Coordinator Alternate	Social Work	Michele Ury Foist	HS310	766-5422	
Work Area Emergency Coordinator	Social Work	Jill Ottman	HS328	766-6112	399-7061
Work Area Emergency Coordinator	Social Work	Michele Ury Foist	HS310	766-5422	

**Designated Evacuation Assembly Area(s) for Building are:**

West area of the 1<sup>st</sup> floor of the Classroom building located next door

**Preferred Shelter-In-Place locations for the Building are:**

Weather-related Shelter: **Basement of the Health Sciences Building** has been determined to be the safest location, but if a closer location is needed, the **Women's and men's bathrooms on 3**

**In other situations such as a threat of active shooter seek SECURE shelter** in rooms that can be locked from the interior:

Move to the designated areas assigned for this department

**Copies of this Building Emergency Action Plan are kept in the following locations:**

Copies of these documents will be kept in a **locked file drawer in the office, Room 328.**

**Building Emergency Contacts: Health Sciences/WIND & WGEC**

<b>Position</b>	<b>Dept.</b>	<b>Name</b>	<b>Office Location</b>	<b>Office Phone</b>	<b>Cell Phone</b>
Building Emergency Coordinator	Pharmacy	Kurt Dolence	HS 398	766-2954	399-1874
Department Emergency Coordinator	WIND & WGEC	Cheryl Chesebro	HS147E	766-2933	760-7987
Department Emergency Coordinator Alternate	WIND & WGEC	Brandy Brummond	HS147	766-2761	248-705-7803
Work Area Emergency Coordinator	WIND & WGEC	Cheryl Chesebro	HS147E	766-2933	760-7987
Work Area Emergency Coordinator	WIND & WGEC	Brandy Brummond	HS147	766-2761	248-705-7803

**Designated Evacuation Assembly Area(s) for Building are:**

North area of the 1<sup>st</sup> floor of the Classroom building located next door

**Preferred Shelter-In-Place locations for the Building are:**

HS 128/136

**In other situations such as a threat of active shooter seek **SECURE shelter**** in rooms that can be locked from the interior:

Move to the designated areas assigned for this department

**Copies of this Building Emergency Action Plan are kept in the following locations:**

Staff and Faculty version in Office Assoc office, HS 147E

Student & public version in HS 147 Reception Area; WIND & WyGEC website online

**Building Emergency Contacts/ Health Sciences/WWAMI**

<b>Position</b>	<b>Dept.</b>	<b>Name</b>	<b>Office Location</b>	<b>Office Phone</b>	<b>Cell Phone</b>
Building Emergency Coordinator	Pharmacy	Kurt Dolence	398	766-2954	399-1874
Department Emergency Coordinator	WWAMI	Crystal Hill	HS457C	766-2496	
Department Emergency Coordinator Alternate	WWAMI	Matt McEchron	HS457B	766-2497	
Work Area Emergency Coordinator	WWAMI	Crystal Hill	HS457C	766-2496	
Work Area Emergency Coordinator	WWAMI	Matt McEchron	HS457B	766-2497	

**Designated Evacuation Assembly Area(s) for Building are:**

Biological Sciences building, main level on the west side

**Preferred Shelter-In-Place locations for the Building are:**

Stairwell on the fourth floor, north side of the building

**In other situations such as a threat of active shooter seek SECURE shelter** in rooms that can be locked from the interior:

Move to the designated areas assigned for this department

**Copies of this Building Emergency Action Plan are kept in the following locations:**

Student copy place in room HS 457

Departmental copy in room HS 457 in the key cabinet

**General Emergency Guidelines:**

- **Emergency Building Evacuations:** *All building occupants are to evacuate.* Exit stairwells are the primary means for evacuation. Central stairwells should be avoided unless necessary, to prevent bottle-neck effects. Elevators are to be used only when authorized by a firefighter or police officer. All building occupants are to proceed to their Designated Assembly Area. No one is permitted to re-enter the building until advised to do so by emergency personnel.
- **Shelter-in-Place Emergencies:** All building occupants are to proceed to their Shelter-in-Place area, or seek shelter inside interior rooms and hallways on the lowest floor of a building, until notified by University officials that it is safe to leave.

**Note:** For specific emergency procedures, consult the UW Emergency Response Plan available at:  
<http://www.uwyo.edu/administration/reports-and-plans>



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### **Appendix A:**

1. Building Employee List
2. Listing of Individuals Requiring Evacuation Assistance

### **Appendix B:**

1. Building Evacuation Floor Plans
2. Preferred Shelter-in-Place Area(s)

### **Appendix C:**

Research and Livestock Animals

### **Appendix D:**

Drill/Event Evaluation



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## **Section I: Purpose and Objectives**

The purpose of this Building Emergency Action Plan is to facilitate and organize University of Wyoming building occupant actions during emergencies. The intent is to provide guidelines for faculty, staff, students, and visitors to follow in the event of an emergency such as fire, explosion, severe weather, chemical releases, and all other emergencies. This Building Emergency Action Plan supports the University of Wyoming's Emergency Response Plan in compliance with OSHA 29 CFR 1910.38.

## **Section II: Scope**

All persons within the building whether employee, student, or visitor shall comply with this Building Emergency Action Plan.

## **Section III: Definitions**

**Area of Rescue Assistance:** Pre-determined location with direct access to an exit, where those who are unable to use stairs, or who are unable to navigate the emergency route, may remain until emergency responders evacuate them from the building.

**Building Emergency Action Plan:**

A procedural document which provides pre-planning guidelines and actions to be taken by University of Wyoming faculty, staff, students and visitors, in the event of an emergency.

**Building Emergency Coordinator:** This individual is appointed by the dean or other University administrator(s) with primary responsibility for the building. The Building Emergency Coordinator(s) will have primary responsibility for the Building Emergency Action Plan.

**Building Emergency Coordinator Alternate:** Assists the Building Emergency Coordinator. Serve in place of Building Emergency Coordinator when needed.

**Designated Assembly Area:** The assigned pre-determined location at which faculty, staff, students and visitors assemble when evacuated from their building.

**Emergency:** A natural or human-caused condition that develops unexpectedly, endangering human life or property, and requires immediate action.

**UW Emergency Response Plan:** The University Emergency Response plan applies to all UW facilities and operations on the main campus as well as in the Laramie vicinity. A copy of the UW Emergency Response Plan is available at: <http://www.uwyo.edu/administration/reports-and-plans>



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**Work Area Emergency Coordinator:** The Work Area Emergency Coordinators are appointed by department heads, directors, deans, or other administrators who oversee the work area.

## **Section IV: Responsibilities**

### **Building Emergency Coordinators:**

- Serve as key contact for their building during an emergency.
- Ensure disabled occupants are considered during pre-planning.
- Maintain lists in Appendix A: 1) building occupants and 2) employees requiring assistance.
- Upon request, provide copies of this plan to employees or regulatory agency personnel.
- In the event of a fire or other emergency, relay applicable information to University Police, Environmental Health and Safety or other emergency personnel.
- In the case of an evacuation, once out of the building, obtain reports from each Work Area Emergency Coordinator or other departmental representative to determine if anyone remains in the building. Provide verbal report to University Police, Environmental Health and Safety or emergency responders.
- Attempt to keep building occupants from re-entering the building, until advised by emergency personnel that re-entry is allowed.
- Request department heads, chairs, directors, deans, or other administrators to designate a work area emergency coordinator for each work area under his or her directive.
- Once emergency response personnel have been notified and immediate needs are addressed, the supervising University officer (VP, Dean, and Director) should be notified that the incident is happening (or has happened).

### **Work Area Emergency Coordinator:**

- Ensure work area (campus unit) building occupant lists are updated.
- Forward updated list to Building Emergency Coordinator.
- Assist Building Emergency Coordinator as needed.

### **Professors and Instructors:**

- Review nearest and alternate emergency exits, and designated assembly area prior to the first meeting of each class, each semester.
- In classrooms and labs, the instructor should be the last one out of the room to ensure all students have left.
- Report to Building Emergency Coordinator or Work Area Emergency Coordinator to confirm whether all students have left their classroom or lab.

### **All Building Occupants:**

- Building occupants shall take the required emergency action (e.g., evacuate or seek shelter in a secure place).
- Prior to an emergency, all building occupants should take the step of advance planning to learn where the exits are located in any building they frequent.
- It is the responsibility of all building occupants to follow the directions stated in the Building Emergency Action Plan.



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## **Section V: Emergency Communication**

During an emergency, UW may distribute information via the following formats:

- **Text alerts:** Used when there is an urgent need to take immediate action at the University of Wyoming or one of its facilities, (e.g., tornado, hazardous materials spill, fire, etc.). Because text alert messages offer a limited number of characters, they are by necessity, short. Faculty, staff, and students may register to receive emergency text alerts at <http://www.uwyo.edu/uwalert/>
- **E-mails:** E-mails to all exchange users (faculty, staff, and students) accompany text alerts, particularly in instances when supplemental information is required that exceeds the restrictions of the text alert. E-mails also have the potential to reach those who do not have cell phones with text messaging. E-mails can also be sent to available lists of parents, who have provided their e-mail addresses for that purpose.
- **Web site:** In some circumstances, as in a fast-moving and complicated incident, the UW home page will be replaced by an emergency page, which will be updated with new information as it is relayed.
- **Alternative Internal Communication Methods:** In the event of the loss of power or other circumstances which disrupt normal communication systems, direct, personal communication with media, loudspeakers, and shortwave radio may be utilized.

## **Section VI: Emergency Actions for Building Occupants**

1. To report all emergencies, employees should call 911. State your name, your location, and the nature of the call. Speak slowly and clearly. Wait for the dispatcher to hang up first. On occasion, the dispatcher may need additional information or may provide you with additional instructions. **Make this call from a safe location.**
2. In case of a fire, activate the nearest fire alarm pull station, and/or make a telephone call to 911. The building alarm alerts all building occupants of the need for evacuation, and sends a signal to the UW Police Dispatch Center and/or to the Laramie Fire Department that there is an alarm condition in the building. Key emergency telephone numbers are listed at the beginning of this Building Emergency Action Plan.
3. It may be necessary to activate additional fire alarm pull stations, (or verbally announce the alarm,) if people are still in the building and the alarm has stopped sounding, or if the alarm does not sound. This should be done while exiting the building.
4. Any pertinent fire or rescue information should be conveyed to 911.



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**Evacuation:** *All occupants are required to evacuate.* Exit stairwells are the primary means for evacuation. Central stairwells should be avoided unless necessary, to prevent bottle-neck problems. Restrooms should be checked for occupants, during evacuations. Elevators are not to be used unless authorized by a firefighter or a police officer. At alarm activation, elevators are called to the main level or next safest level and will not be available for use. All building occupants are to proceed to their Designated Assembly Area(s). No building occupant is permitted to re-enter the building until advised to do so by emergency personnel.

1. When the building alarm sounds, occupants should ensure that nearby building occupants are aware of the emergency, close doors (DO NOT LOCK), and immediately exit the building using the established evacuation routes.
2. Building occupants shall assist visitors, students and others who are not familiar with the plan to safely evacuate.
3. All building occupants should proceed to their Designated Assembly Area(s), check in with a Building Emergency Coordinator, and await further instructions from Building Emergency Coordinators or emergency personnel.
4. All building occupants should know where primary and alternate exits are located, and be familiar with the various evacuation routes available. Floor plans with escape routes, alternate escape routes, exit locations, and Shelter-in-Place locations are contained in Appendix B and are posted within the building.
5. **Building occupants must NOT use elevators as an escape route in the event of a fire.**

## ***Notes and Precautions:***

- Portable fire extinguishers can be used for small fires or to gain access to emergency exiting. An immediate readiness to evacuate is essential. Fire extinguisher training is recommended for all building occupants and is available from the Department of Environmental Health and Safety.
- Never enter a room that is smoke-filled.
- Before opening doors check to ensure they are not hot to the touch. If hot, do not open. If warm, open slowly to check room / hallway conditions.

**Shelter-in-Place:** If the building occupants are instructed to Shelter-in-Place, go to the designated Shelter-in-Place area or choose another interior room if the designated Shelter-in-Place is unavailable or inaccessible. Remain there until the danger has passed. *Examples: Tornado or other severe weather.*

**Seek Secure Shelter:** Building occupants should get into a lockable space, like an office or classroom, and remain there. Lock and barricade doors, turn off lights, and turn cell phones to silent or vibrate mode. Get under a desk or other surface to hide. Wait for further instruction from law enforcement. If the threat is in your building and you can safely flee, then do so. *Examples: Active shooter or dangerous person immediately threatening the campus.*



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**Avoid Area. Warn Others:** In some types of incidents, building occupants will be instructed to avoid the area and warn others. *Examples: Hazardous materials spill, flooded roads, aircraft accident, bomb threat, civil disturbance, gas leak, or power lines down.*

## **Section VII: Individuals with Disabilities or Mobility Limitations**

1. Areas of Rescue Assistance will be identified within buildings, and listed in each Building Emergency Action Plan to facilitate the evacuation of those needing assistance.
2. Evacuation of individuals with disabilities or mobility limitations during an emergency is an area of concern. Elevators should not be used during a fire alarm. Assign a designated area for persons who may need assistance in evacuation. This Area of Rescue Assistance will have direct access to an exit, where those who are unable to use stairs or who are unable to navigate the emergency route may remain.  
Examples are:
  - a. One-hour fire-resistive hallways adjacent to an exit.
  - b. Vestibule located next to an exit enclosure.
  - c. Stairway landing within a smoke proof enclosure. Individuals with disabilities, mobility limitations or individuals helping them, should position themselves so they do not obstruct the exit.
3. It is extremely important that individuals not be moved unnecessarily and improperly, possibly causing physical injury. If there is imminent danger and evacuation cannot be delayed, persons needing assistance should be carried or helped from the building in the quickest manner possible. Professional emergency personnel should assist in the evacuation if time permits.
4. Those who indicate they may need assistance will be listed in Appendix A.2 of each Building Emergency Action Plan. This appendix will be made available only to the Building Emergency Coordinator, Work Area Emergency Coordinators for the building, Department of Environmental Health and Safety, University Police Department and other emergency personnel.
5. Persons who remain in an area other than a designated area of rescue, must inform evacuating building occupants of their location. Remaining in an undesignated area is discouraged and should only be done if there is no designated area available, or the nature of the emergency otherwise dictates.
6. University of Wyoming employees are not expected to endanger their own lives to assist with the evacuation of building occupants, students or visitors. However, if an employee assists a person with disability or mobility limitations to a designated area of refuge, or is informed or aware of an individual with a disability or mobility limitations remaining in a designated



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area, the employee must immediately inform responding emergency personnel or building representatives of the location of the person. Emergency personnel will evacuate those individuals with disabilities or mobility limitations as necessary.

## **Section VIII: Accountability Procedures for Emergency Evacuation**

Employee accountability procedures:

1. All building occupants must exit the building when the building alarm is sounded. Occupants should take critical personal items such as eye glasses, medicines, etc. with them when evacuating.
2. Building occupants should check in with a Building Emergency Coordinator after arrival at the Designated Assembly Area. The Building Emergency Coordinator will account for each employee on the full employee list for the Building.
3. Work Area Emergency Coordinators (or Building Emergency Coordinators) are to receive verbal reports from professors / instructors and other building occupants as appropriate, to determine if any persons remain in the building, or if there are any occupants waiting at the area of rescue assistance. Work Area Emergency Coordinators are to provide reports to the Building Emergency Coordinator.
4. The Building Emergency Coordinator shall provide a verbal report to emergency personnel, University Police or Environmental Health and Safety.
5. University Police can be contacted by dialing 911 on any university phone or 307-766-5179 from a cell phone, or by using the outside emergency call boxes. Outside emergency call boxes are designated with blue lights or red "911" lights.
6. In classrooms and labs, the instructor should be the last one out of the room to ensure all students have left. Instructors should also be familiar with the exits from the classrooms or labs where they teach. They should be able to direct their students to the most expedient way of exiting the building and remind them to move to their Designated Assembly Area after exiting. Doors should remain unlocked upon evacuation in case emergency personnel need to enter or clear a room.
7. As they exit, all Work Area Emergency Coordinators should identify people who cannot or who are not evacuating the building and inform them to leave. If these individuals refuse to leave, employees should notify emergency personnel.



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8. Once outside, it is the responsibility of all Work Area Emergency Coordinators to assist in directing people to the designated evacuation location a minimum of 100 feet from the building.
9. All building Work Area Emergency Coordinators should assist in ensuring that no one enters the building, until emergency personnel have given clearance to re-enter the building. Many times the audible alarms are silenced to allow emergency personal to communicate within the building. The silencing of alarms is NOT a signal to re-enter the building.
10. Emergency personnel will notify employees when the building may be re-entered.

## **Section IX: Rescue and Medical Duties**

The Fire Department and other emergency personnel will be responsible for all rescue and medical duties.

## **Section X: Training and Communications**

1. Training information will be provided to each Building Emergency Coordinator for use in training building occupants and Work Area Emergency Coordinators. Review of this plan is recommended on a regular basis.
2. Building occupant training is provided when the plan is initiated and thereafter as needed.
3. All faculty and other instructional personnel should review emergency action procedures before their first class meeting of the semester.

## **Section XI: Post-Emergency/Drill Evaluations**

It is recommended that following any emergency, or drill, an evaluation be conducted to determine what corrective or preventive actions, if any, are necessary. This evaluation may be conducted by Building Emergency Coordinators, Work Area Emergency Coordinators with assistance from UW Environmental Health and Safety or UW Police Department. Appendix C Post Event/Drill Evaluation form may be used for this purpose.



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## Appendix A-1 Full Employee List for Building

This list is to be used in an evacuation to account for all employees. The Building Emergency Coordinator should take a copy of the list to the Designated Assembly Area, and all employees should check in with a Building Emergency Coordinator to ensure they are accounted for.

Include listing of employees (last name, first name, department, floor, and room number if available) behind this page.

### Health Sciences/Pharmacy wing

LAST NAME	FIRST NAME	DEPARTMENT	FLOOR	ROOM NUMBER		
Baskaran	Padmamalini	Pharmacy	second	279		
Bennet	Maria	Pharmacy	second	295		
Brown	Travis	Pharmacy	fourth	498		
Bruch	David	Pharmacy	third	394		
Cesko	Roberta	Pharmacy	second	292		
Clark	Suzanne	Pharmacy	fourth	480		
Culver	Bruce	Pharmacy	fifth	596		
Dolence	Kurt	Pharmacy	third	398		
Harshberger	Cara	Pharmacy	second	288A		
Hunter	Melissa	Pharmacy	fourth	495		
Jones	Chloe	Pharmacy	fourth	495		
Kobulnicky	Carol	Pharmacy	fourth	490		
Krueger	Janelle	Pharmacy	second	288B		
Krueger	Kem	Pharmacy	fourth	481		
Martin	Linda	Pharmacy	fourth	465		
Miller	Laura	Pharmacy	second	288D		
Nair	Sree	Pharmacy	fourth	484		
Palmer	Jama	Pharmacy	second	292		
Ren	Jun	Pharmacy	fifth	495		
Robinson	Jacqueline	Pharmacy	second	291		
Rule	JoAnn	Pharmacy	second	288F		
Sawyer	Haywood	Pharmacy	fifth	495		
Staubach	Lawrence	Pharmacy	second	HS230		
Teixeira	Glaucia	Pharmacy	third	390		
Thyagarajan	Baskaran	Pharmacy	second	279		
Vandel	John	Pharmacy	second	294		
Woods	Tonja	Pharmacy	third	380		
Yang	Xiaochui	Pharmacy	first	192D		
Zhao	Bonnie	Pharmacy	fifth	562		



# UNIVERSITY OF WYOMING

<b>STUDENTS/OTHERS</b>						
Christenson	Jessica	Pharmacy	fifth	563		
Dong	Maolong	Pharmacy	fifth	560/567	Office/Lab	
Fettel	Kevin	Pharmacy	second	285	Lab	
Fuller	Nathan	Pharmacy	fifth	592		
Guo	Rui	Pharmacy	fifth	595/567	Office/Lab	
Hansen	Jacob	Pharmacy	first	186		
Hu	Nan	Pharmacy	fifth	560/567	Office/Lab	
Hua	Yinan	Pharmacy	fourth	483A/482	Office/Lab	
Kandadi	Machender	Pharmacy	fifth	595/567	Office/Lab	
Oltion	Jason	Pharmacy	first	186		
Panzhinskiy	Evgeniy	Pharmacy	fourth	482		
Ren	Sidney	Pharmacy	fourth	482		
Roe	Nathan	Pharmacy	fifth	595/567	Office/Lab	
Saunders	Megan	Pharmacy	fifth	592		
Schilz	Jodi	Pharmacy	fourth	480		
Smart	Michael	Pharmacy	fifth	592		
Surenkhuu	Bayasgalan	Pharmacy	second	289		
Tang	Xianshi	Pharmacy	second	289		
Torrence	Alexandra	Pharmacy	fifth	592		
Warino	Dustin	Pharmacy	third	395		
Xu	Xihui	Pharmacy	fifth	595/567	Office/Lab	
Yang	Lifang	Pharmacy	fifth	fifth	Office/Lab	



# UNIVERSITY OF WYOMING

## Health Sciences/Dean's administrative offices and the Center for Rural Health Research & Education (CRHRE)

LAST NAME	FIRST NAME	DEPARTMENT	FLOOR	ROOM NUMBER	Phone	
Steiner	Joseph	HSC admin	2 <sup>nd</sup>	Rm 235	766-6427	
Kempert	Laurie	HSC admin	2 <sup>nd</sup>	Rm 235	766-3010	
Hecker	Brandi	HSC admin	2 <sup>nd</sup>	Rm 235	766-3495	
Belcher	Mark	HSC admin	2 <sup>nd</sup>	Rm 236	766-6556	
Cole	Virginia	HSC admin	2 <sup>nd</sup>	Rm 236	766-3695	
Easton	Marivern	HSC admin	2 <sup>nd</sup>	Rm 236b	766-6751	
Director of Med Ed	vacant		2 <sup>nd</sup>	Rm 236a		
Gantenbein	Rex	CRHRE	2 <sup>nd</sup>	Rm 230d	766-6544	
James	Tom	CRHRE	2 <sup>nd</sup>	Rm 230e	766-6549	
Staubach	Larry	Pharmacy	2 <sup>nd</sup>	Rm 230	766-6120	
Shipley	Lisa	HSC staff	1st	Rm 110	766-6427	
Vaske	Craig	HSC staff	1st	Rm 112	766-3499	
Gable	Ray	HSC staff	1st	Rm 114	766-2774	
Dobyns	Ron	HSC staff	1st	Rm 118	766-6702	
Hafner	Ashley	HSC staff	1st	Rm 120		



# UNIVERSITY OF WYOMING

## Health Sciences/Communication Disorders

LAST NAME	FIRST NAME	DEPARTMENT	FLOOR	ROOM NUMBER		
Basque, Darcy	Communication Disorders	Graduate Student	4th	429		
Bost, Katie	Communication Disorders	Graduate Student	4th	429		
Chanthongthip, Helen	Communication Disorders	Graduate Student	4th	429		
Christensen, Heidi	Communication Disorders	Graduate Student	4th	429		
Davies, Krista	Communication Disorders	Graduate Student	4th	429		
Desaunoy, Kayla	Communication Disorders	Graduate Student	4th	429		
Dickerson, McKenzie	Communication Disorders	Graduate Student	4th	429		
Gearhart, Lindsay	Communication Disorders	Graduate Student	4th	429		
Grover, Ashley	Communication Disorders	Graduate Student	4th	429		
Johnson, Carmen	Communication Disorders	Graduate Student	4th	429		
Kurth, Diane	Communication Disorders	Graduate Student	4th	429		
Lewarchik, Rebecca	Communication Disorders	Graduate Student	4th	429		
Loman, Erin	Communication Disorders	Graduate Student	4th	429		
Martinez, Kelsi	Communication Disorders	Graduate Student	4th	429		
Mcguane, Molly	Communication Disorders	Graduate Student	4th	429		
Mitchell, Christine	Communication Disorders	Graduate Student	4th	429		
Moon, Alyssa	Communication Disorders	Graduate Student	4th	429		
Page, Erin	Communication Disorders	Graduate Student	4th	429		
Pansewicz, Julia	Communication Disorders	Graduate Student	4th	429		
Rehn, Rebecca	Communication Disorders	Graduate Student	4th	429		
Richardson, Aaron	Communication Disorders	Graduate Student	4th	429		



# UNIVERSITY OF WYOMING

Riker, Danielle	Communication Disorders	Graduate Student	4th	429		
Rust, Kraig	Communication Disorders	Graduate Student	4th	429		
Scherr, Holly	Communication Disorders	Graduate Student	4th	429		
Shawhan, Mia	Communication Disorders	Graduate Student	4th	429		
Smitherman, Katelyn	Communication Disorders	Graduate Student	4th	429		
Swikle, Stacie	Communication Disorders	Graduate Student	4th	429		
Thompson, Brenna	Communication Disorders	Graduate Student	4th	429		
Tonn, Penny	Communication Disorders	Graduate Student	4th	429		
Towles, Lena	Communication Disorders	Graduate Student	4th	429		
Waters, Laura	Communication Disorders	Graduate Student	4th	429		
Watson, Meredith	Communication Disorders	Graduate Student	4th	429		
Weirich, Jennifer	Communication Disorders	Graduate Student	4th	429		
Wille, Alison	Communication Disorders	Graduate Student	4th	429		
Wise, Kirsten	Communication Disorders	Graduate Student	4th	429		
Heward, Nicole	Communication Disorders	Student Worker	1st	183		
Hartung, Nicole	Communication Disorders	Staff	2nd	268		
Allen, Melissa	Communication Disorders	Faculty	2nd	247B		
Carter, Lucy	Communication Disorders	Faculty	2nd	246		
Corbett, Todd	Communication Disorders	Faculty	2nd	250		
Coyle, Lynda	Communication Disorders	Faculty	2nd	267		
Dechert, Christiane	Communication Disorders	Faculty	2nd	271		
Epler, Diane	Communication Disorders	Staff	1st	160		
Garcia, Teresa	Communication Disorders	Faculty	2nd	269		



# UNIVERSITY OF WYOMING

Guiberson, Mark	Communication Disorders	Faculty	2nd	247E		
Hardin-Jones, Mary	Communication Disorders	Faculty	2nd	255		
Jaramillo, Jennifer	Communication Disorders	Staff	2nd	268		
Jones, David	Communication Disorders	Faculty	2nd	247D		
Petersen, Doug	Communication Disorders	Faculty	2nd	247A		
Petroski, Robin D.	Communication Disorders	Staff	2nd	265		
Primus, Michael	Communication Disorders	Faculty	2nd	253		
Ross, Cathy	Communication Disorders	Faculty	2nd	275		



# UNIVERSITY OF WYOMING

## Health Sciences/Nursing

Last Name, First Name	Department	Position held	Room Number
Abigail Hawkins	Nursing	Work Study	
Anita Deselms	Nursing	Faculty	HS322
Ann Hart	Nursing	Faculty	HS431
Anne Bowen	Nursing	Faculty	HS440
Barbara Robinson	Nursing	Faculty	HS230
Betty Hitchcock	Nursing	Staff	HS351A
Brittany Wienholz	Nursing	GA	
Candace Stidolph	Nursing	Faculty	HS445A
Caroline Soules	Nursing	Staff	HS324
Chelsea Carter	Nursing	GA	
Cheri Bellamy	Nursing	Faculty	No published office no
Christa Sumner	Nursing	GA	
Christina Lepper	Nursing	Staff	HS351B
Constance Diaz Swearingen	Nursing	Faculty	HS437
Crystal McFadden	Nursing	Staff	HS337
Danielle Tognolini	Nursing	Work Study	
Dawn Deiss	Nursing	Staff	HS351E
Debora Retz	Nursing	Faculty	HS340
Debra Shoefelt	Nursing	Staff	HS335
Denise Gable	Nursing	Staff	HS351D
Elizabeth Goodwin	Nursing	Faculty	HS351
Erin Dobyns	Nursing	Staff	HS359B
Esther Gilman-Kehrer	Nursing	Faculty	HS441
Holly Miller	Nursing	Faculty	HS342
Jenifer Thomas	Nursing	Faculty	HS432
Kimberly Raska	Nursing	Faculty	HS344
Larissa DeVries	Nursing	Work Study	
Laura Mallett	Nursing	Faculty	HS341
Lauren Armstrong	Nursing	GA	
Le Carpenter	Nursing	Staff	HS322
Lesa O'Dell	Nursing	GA	
Susan Steiner	Nursing	Faculty	HS436
Teresa Wolff	Nursing	Faculty	HS351
Linda Johnson	Nursing	Faculty	HS432
Linda Williams	Nursing	Faculty	HS324
Lisa Aldrich	Nursing	GA	
Mary Bender	Nursing	part-time	
Mary Burman	Nursing	Faculty	HS351C
Mary Gatua	Nursing	Research Sci	HS445B
Mary Purtzer	Nursing	Faculty	HS331
Matthew Sholty	Nursing	Staff	HS446
Pamala Larsen	Nursing	Faculty	HS438
Pamela Clarke	Nursing	Faculty	HS434



# UNIVERSITY OF WYOMING

Penelope Caldwell	Nursing	Faculty	HS435
Rebecca Diebert	Nursing	GA	
Sherrie Rubio-Wallace	Nursing	Faculty	HS306
Students approx 48-96			



# UNIVERSITY OF WYOMING

## Health Sciences/Social Work

Last Name, First Name	Department	Floor	Room Number
Linda Johnson	NURSING FACULTY	Third	302
Penelope Caldwell	NURSING FACULTY	Third	304
Sherrie Rubio-Wallace	NURSING FACULTY	Third	306
Keith Miller	SOCIAL WORK FACULTY	Third	308
Michele Ury Foist	SOCIAL WORK STAFF	Third	310
Mona Schatz	SOCIAL WORK FACULTY	Third	312
unoccupied		Third	314
Lindsey Overstreet	SOCIAL WORK FACULTY	Third	316
Carolyn Haney	SOCIAL WORK FACULTY	Third	318
Elizabeth Dole-Izzo	SOCIAL WORK FACULTY	Third	320
Le Ann Carpenter	NURSING STAFF	Third	322
Caroline Soules	NURSING STAFF, currently on maternity leave	Third	324
Jill Ottman	SOCIAL WORK FACULTY	Third	328
Katelyn Rosier	GRADUATE STUDENT	Third	330
Krystle Reynolds	GRADUATE STUDENT	Third	330
Laurence Perea	GRADUATE STUDENT	Third	330
Steven Miller	STUDENT EMPLOYEE	Third	332
Brendan Laney	STUDENT EMPLOYEE	Third	332
Kristi Miller	STUDENT EMPLOYEE	Third	332



# UNIVERSITY OF WYOMING

## Health Sciences/WIND& WGEC

<b>Last Name, First Name</b>	<b>Department</b>	<b>Floor</b>	<b>Room Number</b>
Jones, Beth	WIND	1	130N
Wood, Danielle	WIND	1	130N
Garcia, Jenny	WyGEC	1	130N
Hixson, Mary	WIND	1	130L
Wolf, Jenny	WyGEC	1	130I
Abdurahmonov, Ahad	WyGEC	1	130H
Carrico, Catherine	WyGEC	1	130F
Corbett, Janet	WIND	1	130K
McKibbin, Christine	WyGEC	1	130E
Bandoh, Grace	WIND	1	130D
Root-Elledge, Sandy	WIND	1	130B
Regan, Darcy	WIND	1	135A
Corbett, Kendall	WIND	1	137A
DiRienzo, Sara	WIND	1	137B
Kemp, Josh	WIND	1	147A
Jarman, Michelle	WIND	1	147B
MacLean, Bill	WIND	1	147C
Brummond, Brandy	WIND	1	147
Comin, Mary	WIND	1	147D
Chesebro, Cheryl	WIND	1	147E
Healy, Kaitlyn	WIND	1	150B
McWhorter, Kathy	WIND	1	150D
Hubert, Sandy	WIND	1	150E
Knopf, Gisele	WIND	1	151A
Alameda, Wendy	WIND	1	151C



# UNIVERSITY OF WYOMING

## Health Sciences/WWAMI

<b>Last Name, First Name</b>	<b>Department</b>	<b>Floor</b>	<b>Room Number</b>
Matthew McEchron	WWAMI	4 <sup>th</sup>	457B
Katrina Hughes	WWAMI	4 <sup>th</sup>	457
Meghan Brown	WWAMI	4 <sup>th</sup>	457A
Rick Dreiling	WWAMI	4 <sup>th</sup>	445E
Kelly Hubbell	WWAMI	4 <sup>th</sup>	445C
Crystal Hill	WWAMI	4 <sup>th</sup>	457C
Ken Robertson	WWAMI	4th	457
Brenda Alexander	WWAMI/Animal	4th	457
Gary Andrews	WWAMI/Vet.	4 <sup>th</sup>	457
Jack Brinn	WWAMI	4 <sup>th</sup>	457
Jonathan Fox	WWAMI/Vet.	4 <sup>th</sup>	457
Rob George	WWAMI/Zoolog	4 <sup>th</sup>	457
Dale Isaak	WWAMI/Molecul	4 <sup>th</sup>	457
Pam Langer	WWAMI/Molecul	4 <sup>th</sup>	457
Kurt Miller	WWAMI/	4 <sup>th</sup>	457
Merl Raisbeck	WWAMI/Vet.	4 <sup>th</sup>	457
Tim Robinson	WWAMI/Statistic	4 <sup>th</sup>	457
Herman Schatzl	WWAMI/Vet.	4 <sup>th</sup>	457
Mark Stayton	WWAMI/Molecul	4 <sup>th</sup>	457
Don Swiatek	WAMMI	4 <sup>th</sup>	457
Chaoqun Yao	WWAMI/Vet.	4 <sup>th</sup>	457
Marivern Easton	WWAMI/AHEC	2 <sup>nd</sup>	236B



# UNIVERSITY<sub>OF</sub> WYOMING

## **Appendix B-1: Building Evacuation Floor plans**

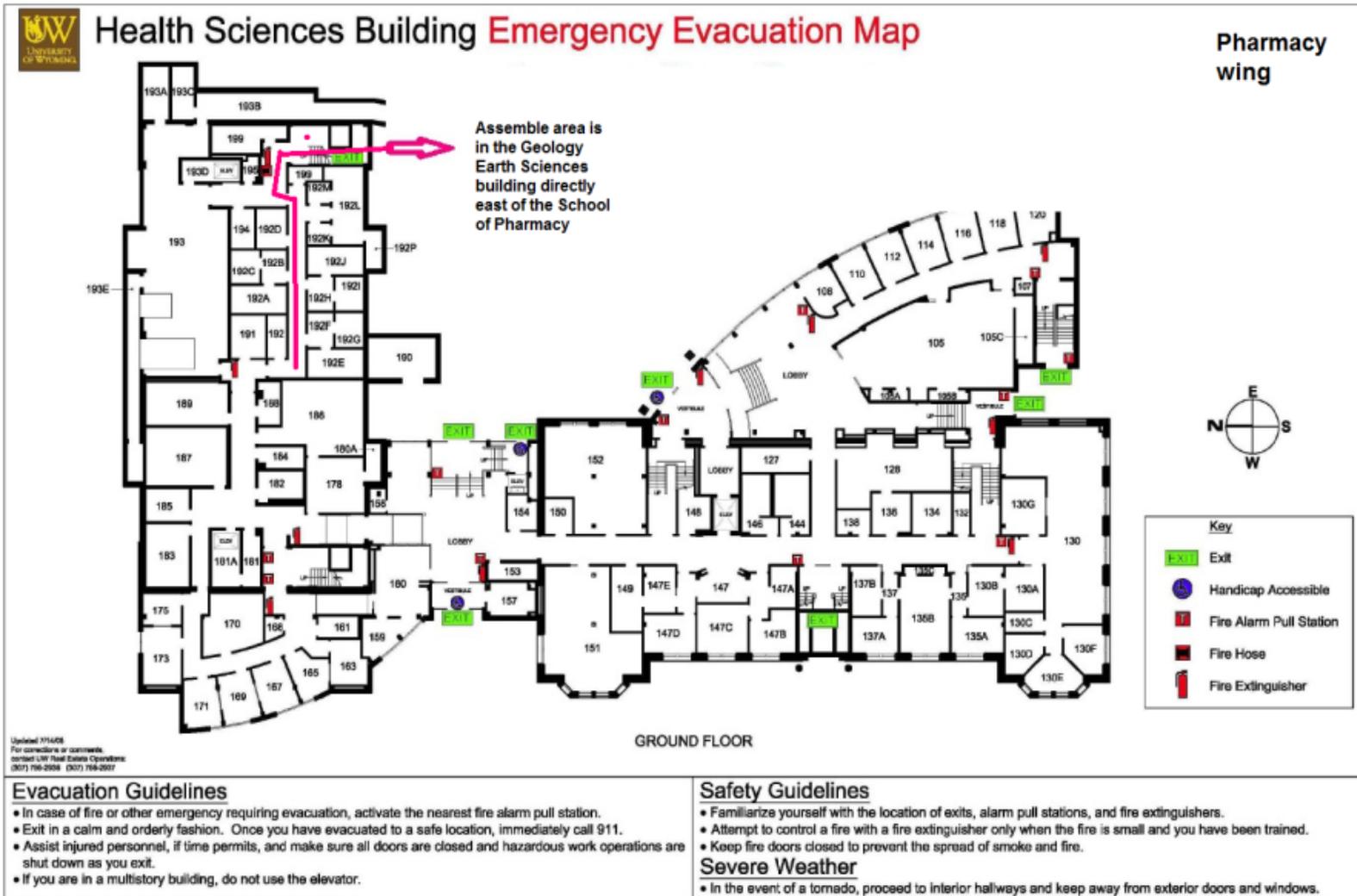
- Final evacuation maps will be provided by Facilities planning
- Next pages please for evacuation routes for each department within the College of Health Sciences

# UNIVERSITY<sub>OF</sub> WYOMING

Evacuation maps for the School of Pharmacy and classrooms 427 in the HSC building where pharmacy students may be attending: NEXT 6 PAGES

# UNIVERSITY OF WYOMING

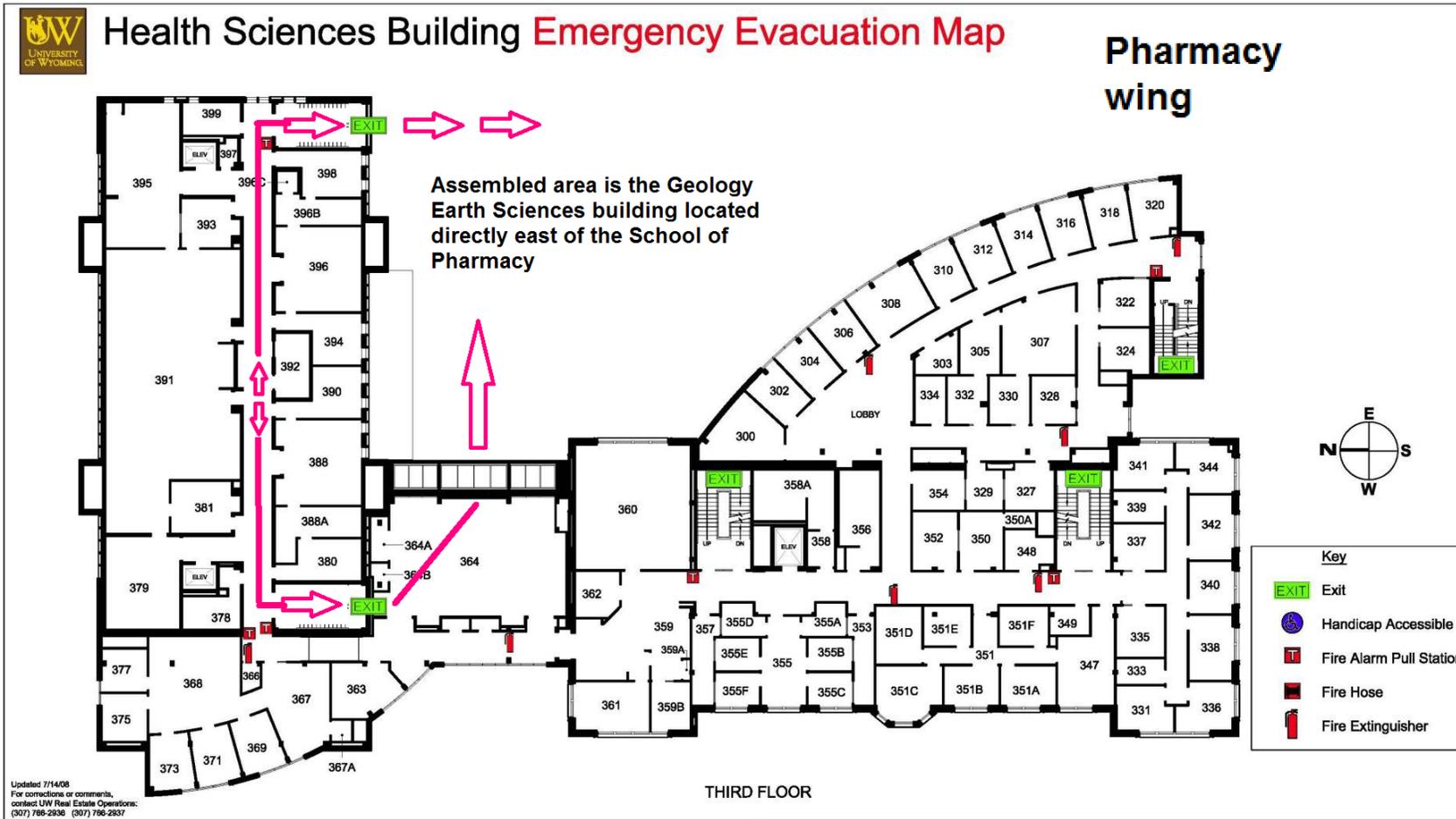
## Appendix B-1 Pharmacy wing Evacuation First Floor Plans





# UNIVERSITY OF WYOMING

## Appendix B-1 Pharmacy wing Evacuation Third Floor Plans



### Evacuation Guidelines

- In case of fire or other emergency requiring evacuation, activate the nearest fire alarm pull station.
- Exit in a calm and orderly fashion. Once you have evacuated to a safe location, immediately call 911.
- Assist injured personnel, if time permits, and make sure all doors are closed and hazardous work operations are shut down as you exit.
- If you are in a multistory building, do not use the elevator.

### Safety Guidelines

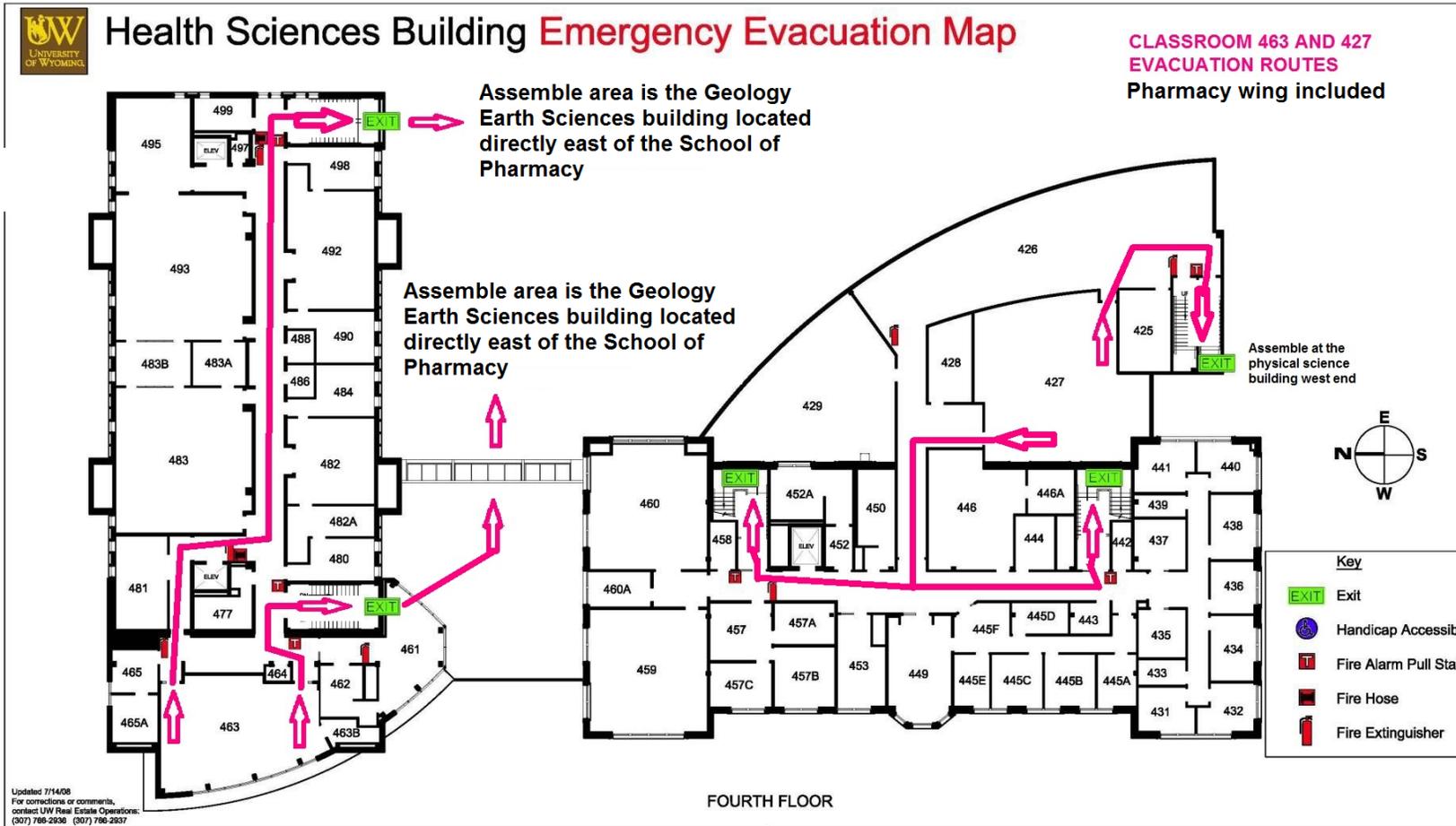
- Familiarize yourself with the location of exits, alarm pull stations, and fire extinguishers.
- Attempt to control a fire with a fire extinguisher only when the fire is small and you have been trained.
- Keep fire doors closed to prevent the spread of smoke and fire.

### Severe Weather

- In the event of a tornado, proceed to interior hallways and keep away from exterior doors and windows.

# UNIVERSITY OF WYOMING

## Appendix B-1 Pharmacy wing Evacuation Fourth Floor Plans



### Evacuation Guidelines

- In case of fire or other emergency requiring evacuation, activate the nearest fire alarm pull station.
- Exit in a calm and orderly fashion. Once you have evacuated to a safe location, immediately call 911.
- Assist injured personnel, if time permits, and make sure all doors are closed and hazardous work operations are shut down as you exit.
- If you are in a multistory building, do not use the elevator.

### Safety Guidelines

- Familiarize yourself with the location of exits, alarm pull stations, and fire extinguishers.
- Attempt to control a fire with a fire extinguisher only when the fire is small and you have been trained.
- Keep fire doors closed to prevent the spread of smoke and fire.

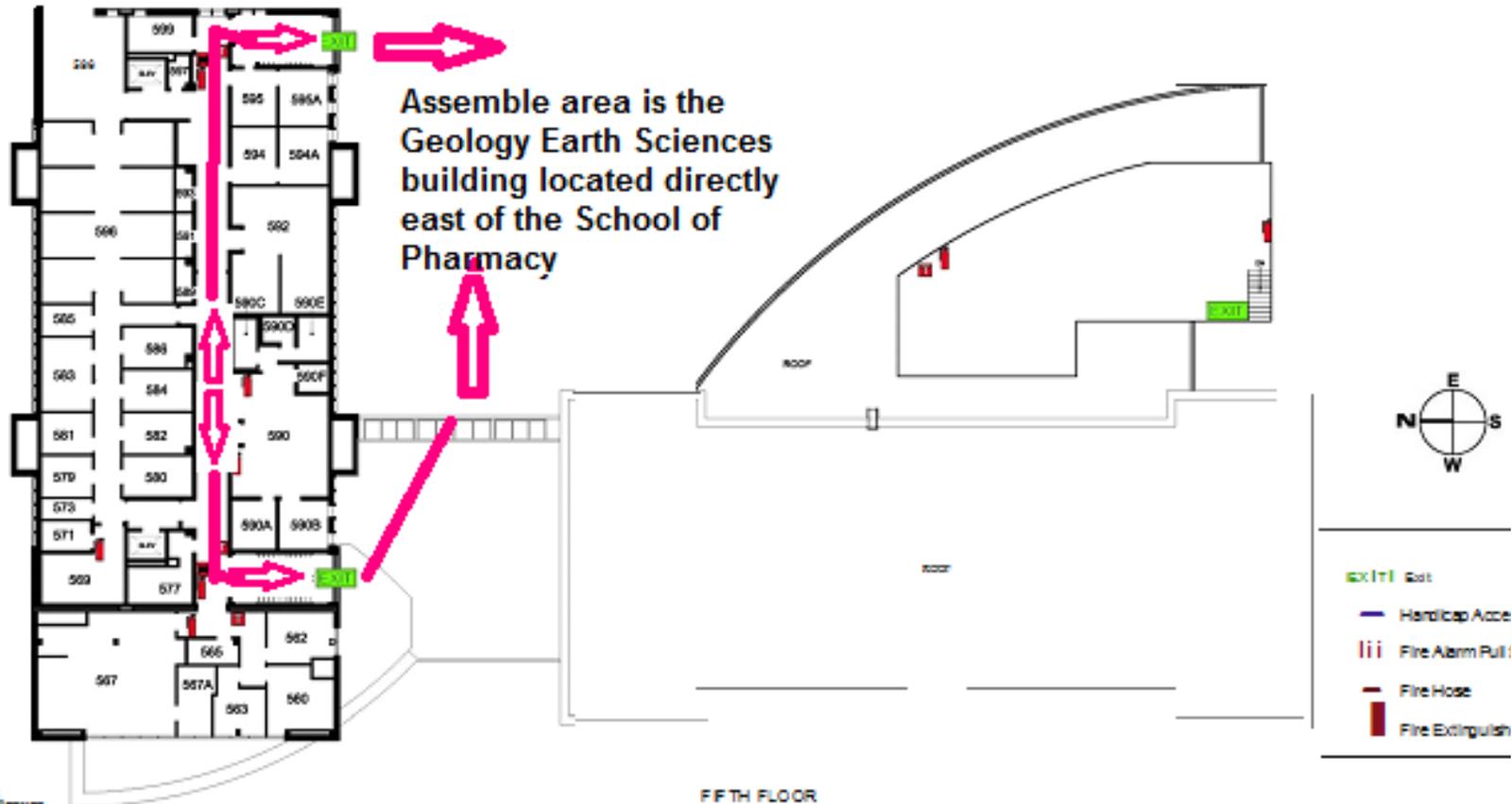
### Severe Weather

- In the event of a tornado, proceed to interior hallways and keep away from exterior doors and windows.

# UNIVERSITY OF WYOMING

## Appendix B-1 Pharmacy wing Evacuation Fifth Floor Plans

### Health Sciences Building Emergency Evacuation Map Pharmacy wing



Updated Level  
 FLOOR PLAN  
 03/01/2018  
 2017-2018 (2017/18/2017)

#### Evacuation Guidelines

- In case of fire or other emergency requiring evacuation, activate the nearest fire alarm pull station.
- Exit in a calm and orderly fashion. Once you have evacuated to a safe location, immediately call 911.
- Assist injured persons, if time permits, and make sure all doors are closed and hazardous work operations are shut down as you exit.
- If you are in a multistory building, do not use the elevator.

#### Safety Guidelines

- Familiarize yourself with the location of exits, alarm pull stations, and fire extinguishers.
- Attempt to control fire with a fire extinguisher only when the fire is small and you have been trained.
- Keep fire doors closed to prevent the spread of smoke and fire.

#### Severe Weather

- In the event of a tornado, proceed to interior hallways and keep away from exterior doors and windows.

# UNIVERSITY<sub>OF</sub> WYOMING

## Appendix B-1 Pharmacy wing Evacuation Sixth Floor Plans

**No drawing available just go down the stairs and get out of the building**

# UNIVERSITY<sub>OF</sub> WYOMING

Evacuation maps for the School of Nursing: NEXT 2 PAGES



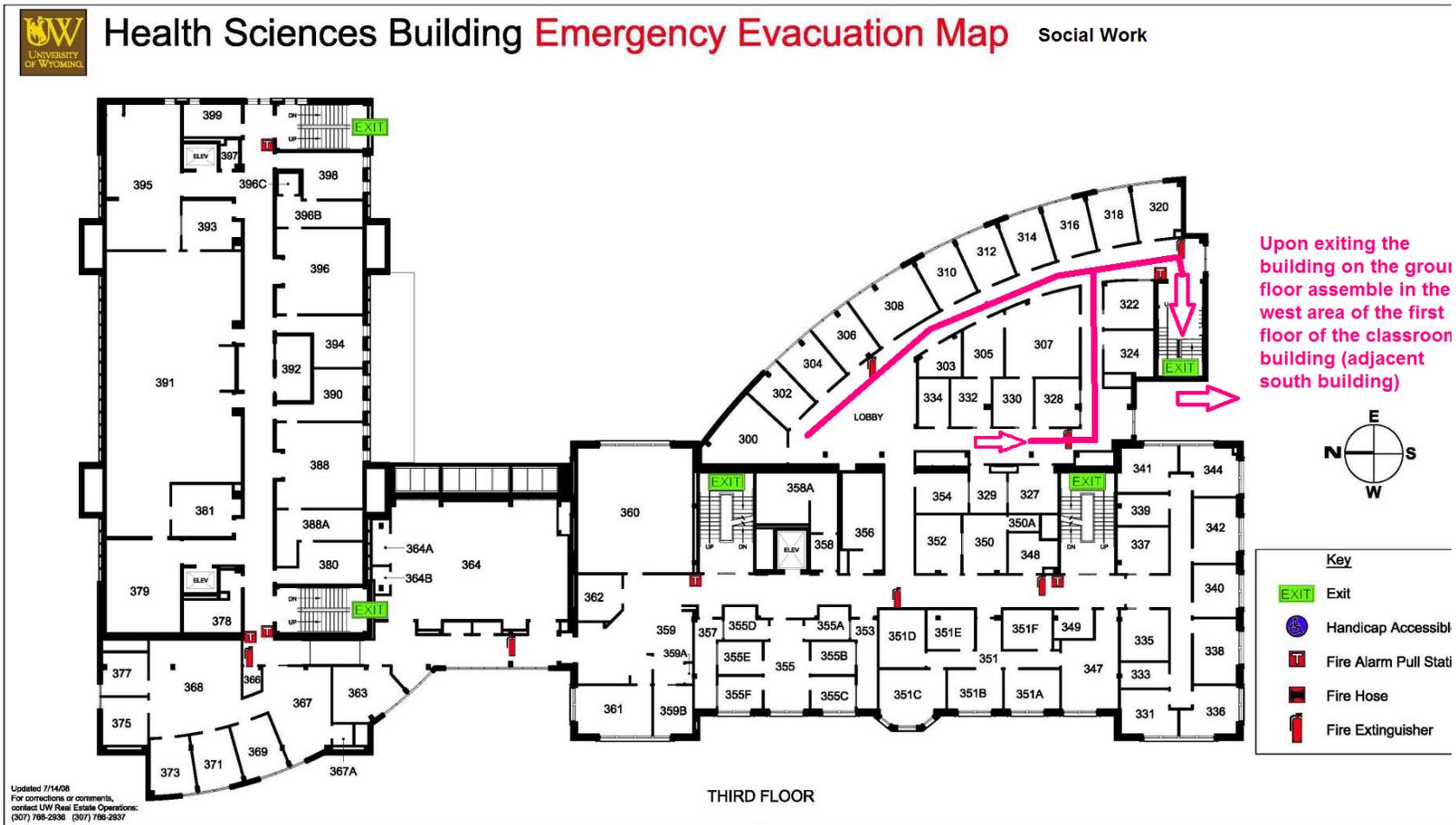


# UNIVERSITY<sub>OF</sub> WYOMING

Evacuation map for the Department of Social Work: NEXT 1 PAGE

# UNIVERSITY OF WYOMING

## Appendix B-1 Social Work Evacuation Third Floor Plans



### Evacuation Guidelines

- In case of fire or other emergency requiring evacuation, activate the nearest fire alarm pull station.
- Exit in a calm and orderly fashion. Once you have evacuated to a safe location, immediately call 911.
- Assist injured personnel, if time permits, and make sure all doors are closed and hazardous work operations are shut down as you exit.
- If you are in a multistory building, do not use the elevator.

### Safety Guidelines

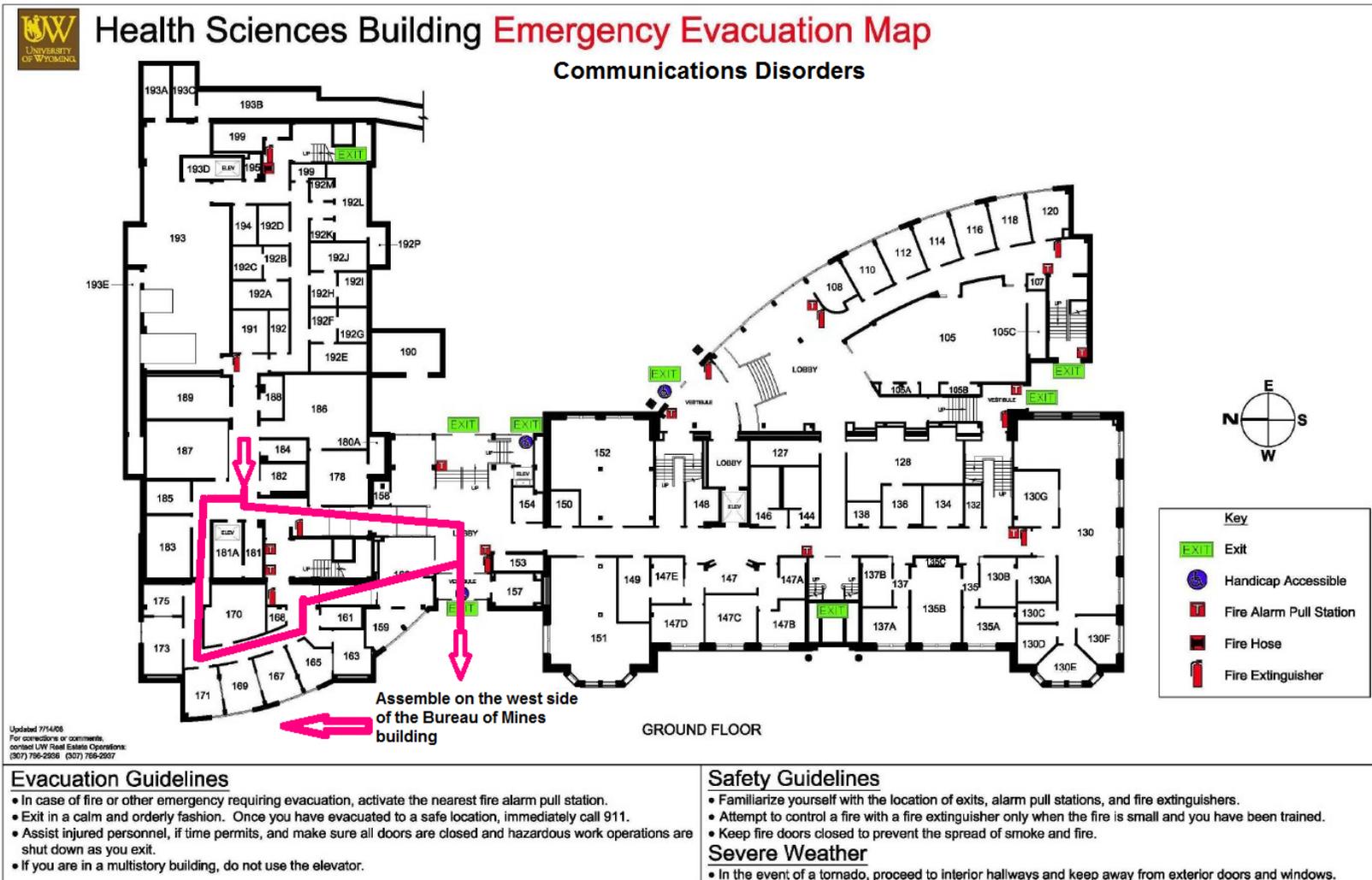
- Familiarize yourself with the location of exits, alarm pull stations, and fire extinguishers.
  - Attempt to control a fire with a fire extinguisher only when the fire is small and you have been trained.
  - Keep fire doors closed to prevent the spread of smoke and fire.
- ### Severe Weather
- In the event of a tornado, proceed to interior hallways and keep away from exterior doors and windows.

# UNIVERSITY<sub>OF</sub> WYOMING

**Evacuation maps for the Department of Communications Disorders: NEXT 3 PAGES**

# UNIVERSITY OF WYOMING

## Appendix B-1 Communications Disorders Evacuation First Floor Plans



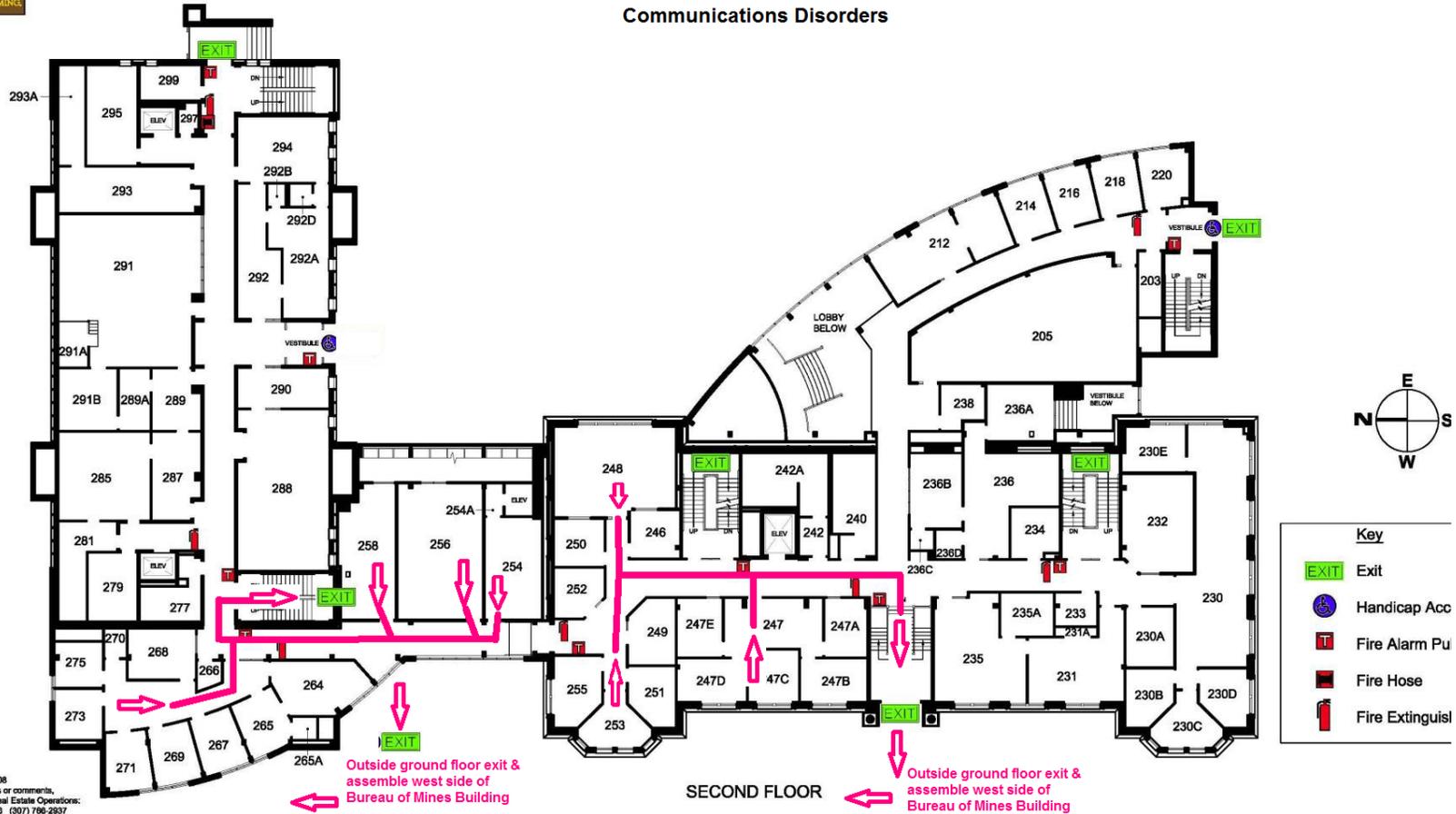
# UNIVERSITY OF WYOMING

## Appendix B-1 Communications Disorders Evacuation Second Floor Plans



### Health Sciences Building Emergency Evacuation Map

#### Communications Disorders



Updated 7/14/08  
For corrections or comments,  
contact UW Real Estate Operations:  
(307) 786-2936 (307) 786-2937

#### Evacuation Guidelines

- In case of fire or other emergency requiring evacuation, activate the nearest fire alarm pull station.
- Exit in a calm and orderly fashion. Once you have evacuated to a safe location, immediately call 911.
- Assist injured personnel, if time permits, and make sure all doors are closed and hazardous work operations are shut down as you exit.
- If you are in a multistory building, do not use the elevator.

#### Safety Guidelines

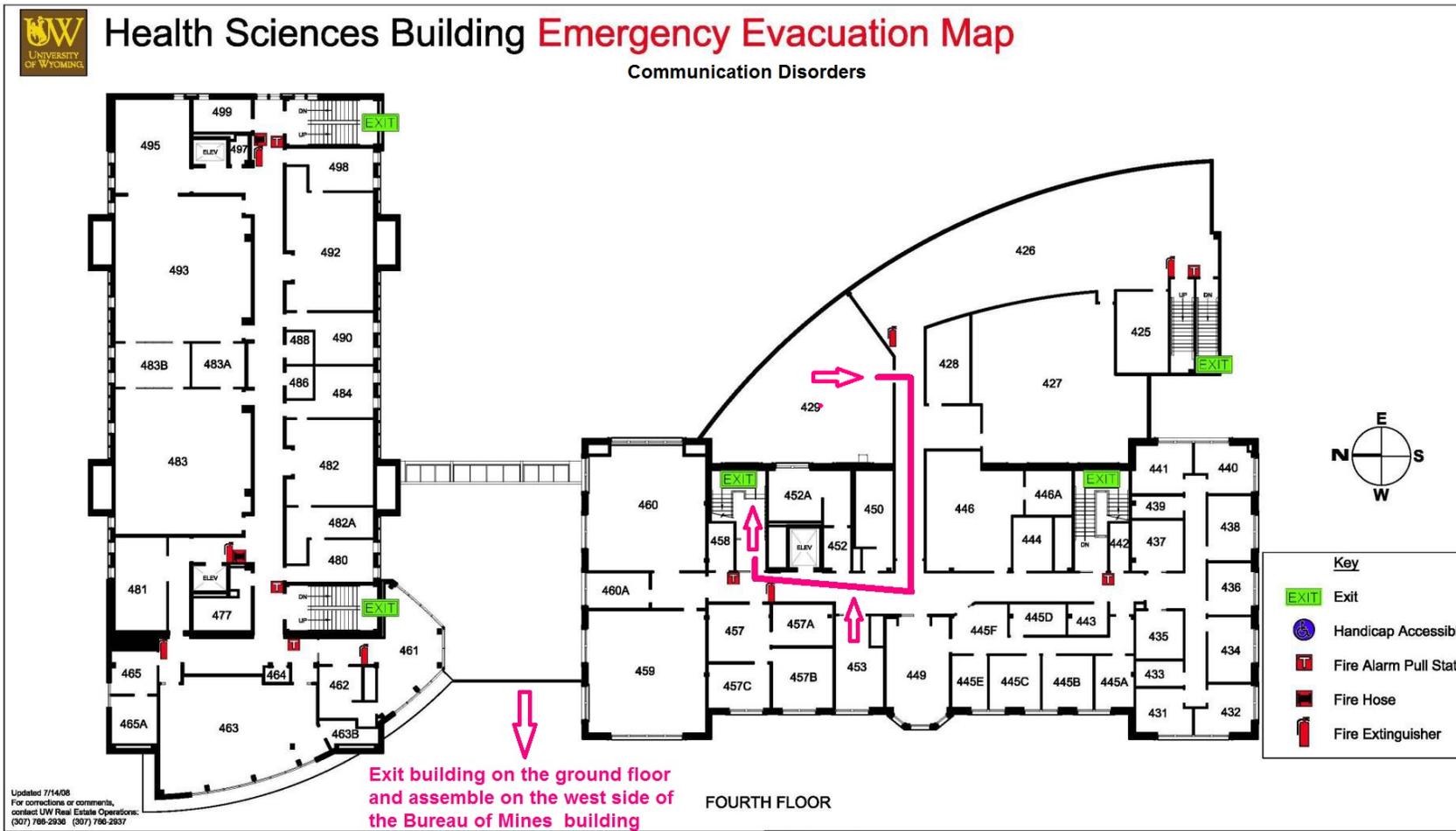
- Familiarize yourself with the location of exits, alarm pull stations, and fire extinguishers.
- Attempt to control a fire with a fire extinguisher only when the fire is small and you have been trained.
- Keep fire doors closed to prevent the spread of smoke and fire.

#### Severe Weather

- In the event of a tornado, proceed to interior hallways and keep away from exterior doors and windows.

# UNIVERSITY OF WYOMING

## Appendix B-1 Communications Disorders Evacuation Fourth Floor Plans



### Evacuation Guidelines

- In case of fire or other emergency requiring evacuation, activate the nearest fire alarm pull station.
- Exit in a calm and orderly fashion. Once you have evacuated to a safe location, immediately call 911.
- Assist injured personnel, if time permits, and make sure all doors are closed and hazardous work operations are shut down as you exit.
- If you are in a multistory building, do not use the elevator.

### Safety Guidelines

- Familiarize yourself with the location of exits, alarm pull stations, and fire extinguishers.
  - Attempt to control a fire with a fire extinguisher only when the fire is small and you have been trained.
  - Keep fire doors closed to prevent the spread of smoke and fire.
- ### Severe Weather
- In the event of a tornado, proceed to interior hallways and keep away from exterior doors and windows.

# UNIVERSITY<sub>OF</sub> WYOMING

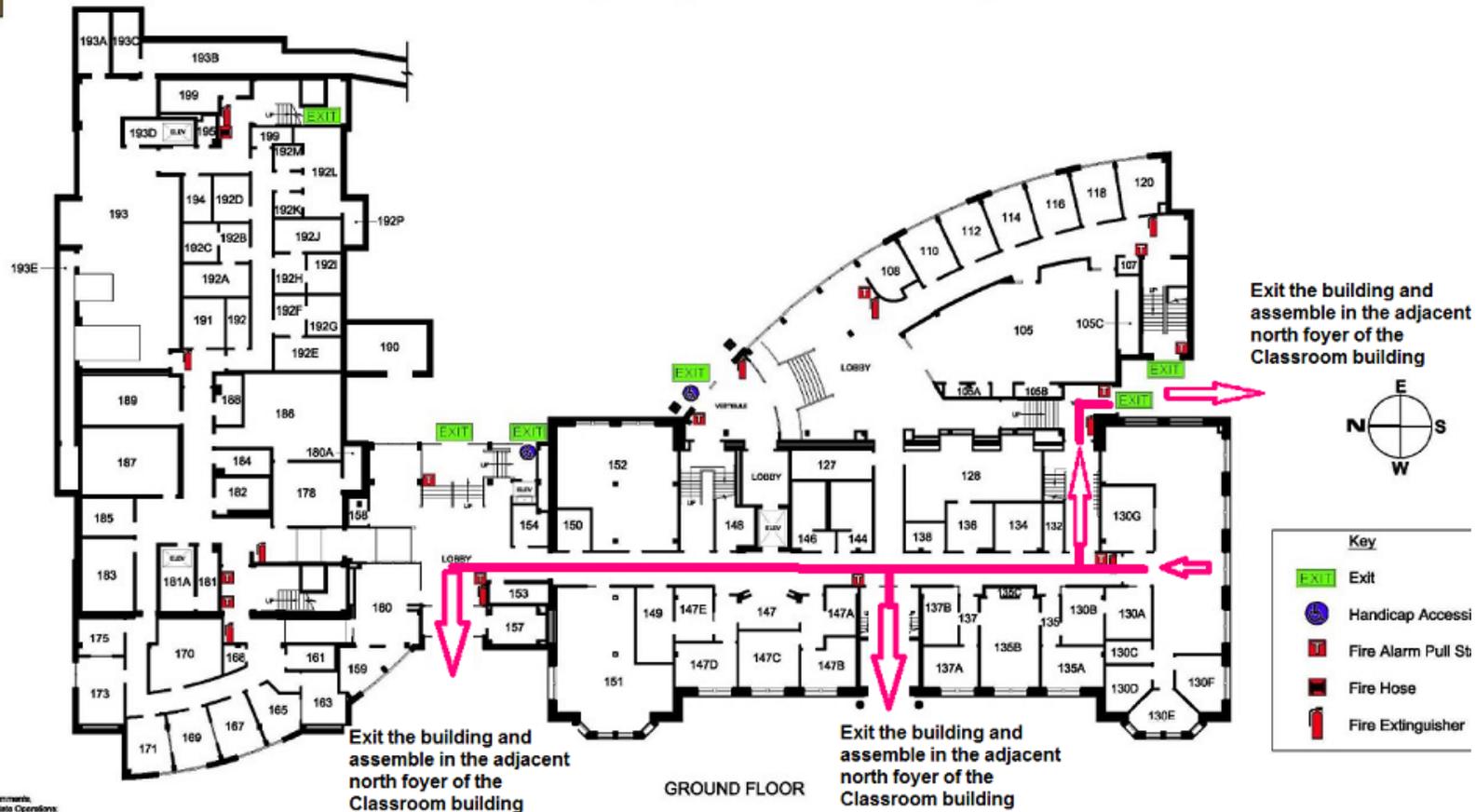
Evacuation maps Wyoming Institute for Disabilities and Wyoming Geriatric Education Center: NEXT 1 PAGE

# UNIVERSITY OF WYOMING

## Appendix B-1 Wyoming Institute for Disabilities and Wyoming Geriatric Education Center Evacuation First Floor Plans



### Health Sciences Building Emergency Evacuation Map WIND and WGEC



Updated 7/14/06  
For corrections or comments,  
contact UW Facilities Operations  
(307) 756-5000 (307) 759-2907

#### Evacuation Guidelines

- In case of fire or other emergency requiring evacuation, activate the nearest fire alarm pull station.
- Exit in a calm and orderly fashion. Once you have evacuated to a safe location, immediately call 911.
- Assist injured personnel, if time permits, and make sure all doors are closed and hazardous work operations are shut down as you exit.
- If you are in a multistory building, do not use the elevator.

#### Safety Guidelines

- Familiarize yourself with the location of exits, alarm pull stations, and fire extinguishers.
- Attempt to control a fire with a fire extinguisher only when the fire is small and you have been trained.
- Keep fire doors closed to prevent the spread of smoke and fire.

#### Severe Weather

- In the event of a tornado, proceed to interior hallways and keep away from exterior doors and windows.

# UNIVERSITY<sub>OF</sub> WYOMING

[Evacuation maps WWAMI: NEXT 1 PAGE](#)

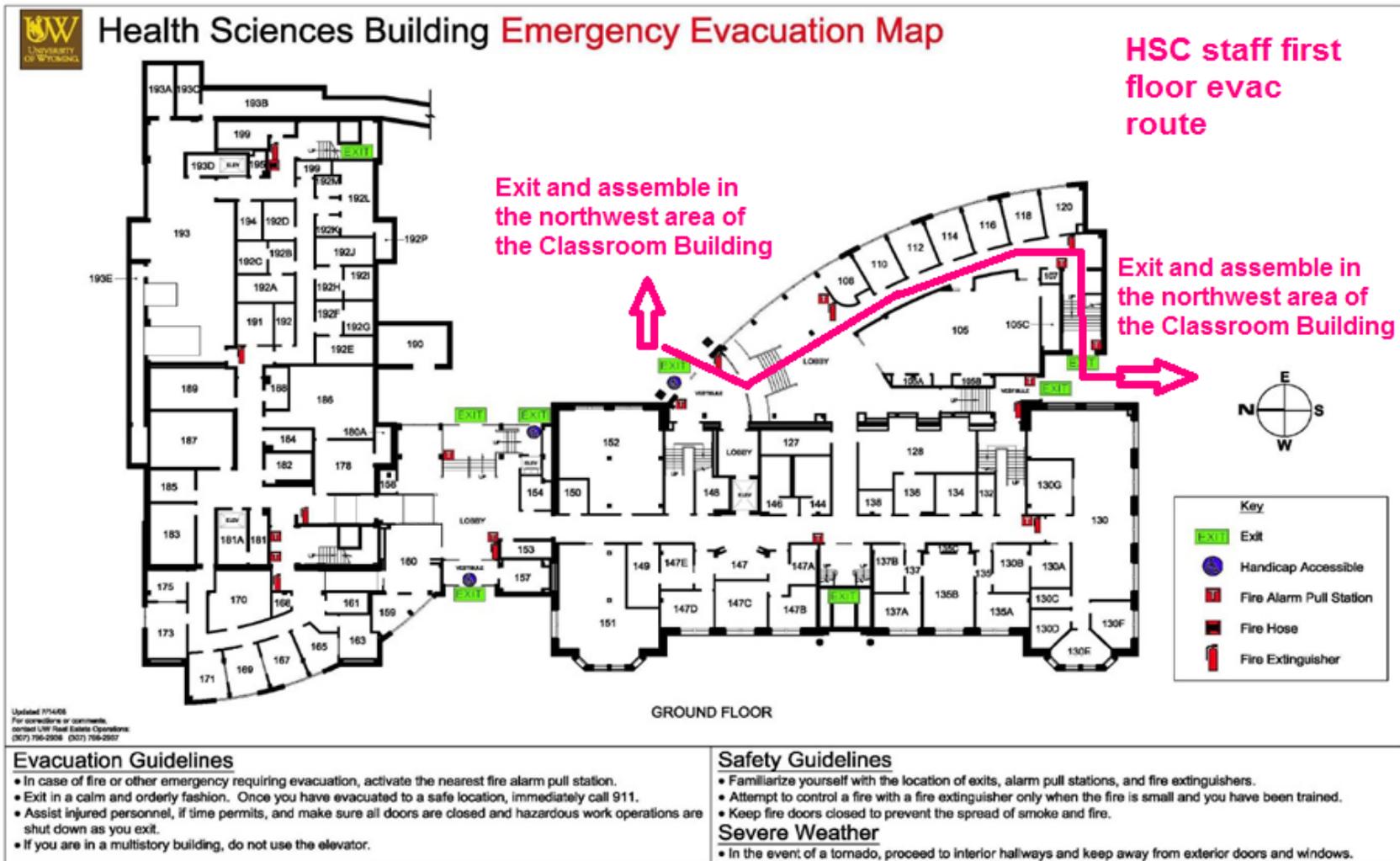


# UNIVERSITY<sub>OF</sub> WYOMING

Evacuation maps for the Dean's administrative offices, HSC staff and the Center for Rural Health Research & Education: NEXT 2 PAGES

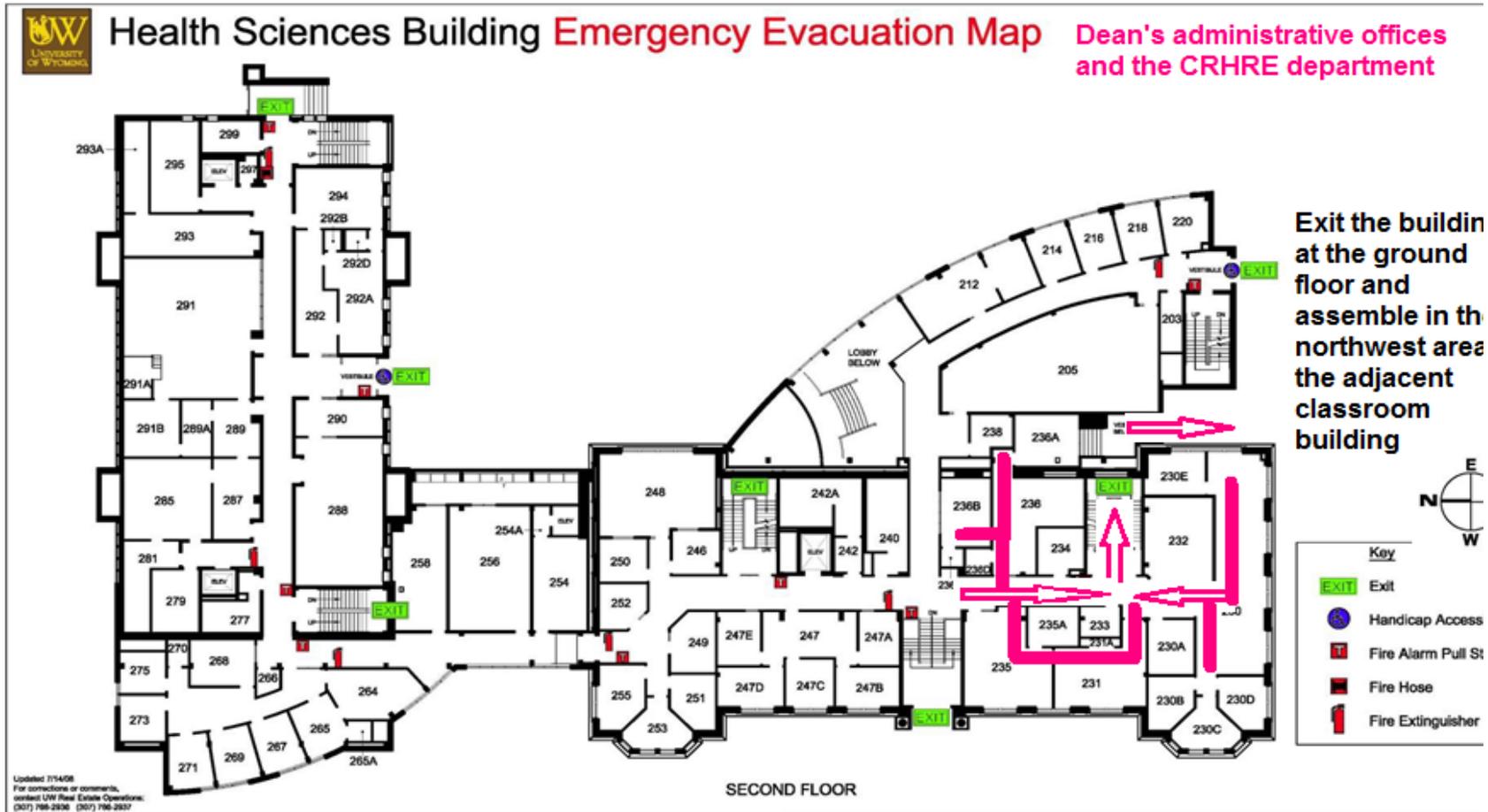
# UNIVERSITY OF WYOMING

## Appendix B-1 Dean's administrative offices, HSC staff and the Center for Rural Health Research & Education Evacuation First Floor Plans



# UNIVERSITY OF WYOMING

## Appendix B-1 Dean's administrative offices, HSC staff and the Center for Rural Health Research & Education Evacuation Second Floor Plan



### Evacuation Guidelines

- In case of fire or other emergency requiring evacuation, activate the nearest fire alarm pull station.
- Exit in a calm and orderly fashion. Once you have evacuated to a safe location, immediately call 911.
- Assist injured personnel, if time permits, and make sure all doors are closed and hazardous work operations are shut down as you exit.
- If you are in a multistory building, do not use the elevator.

### Safety Guidelines

- Familiarize yourself with the location of exits, alarm pull stations, and fire extinguishers.
- Attempt to control a fire with a fire extinguisher only when the fire is small and you have been trained.
- Keep fire doors closed to prevent the spread of smoke and fire.

### Severe Weather

- In the event of a tornado, proceed to interior hallways and keep away from exterior doors and windows.

# UNIVERSITY<sub>OF</sub> WYOMING

**Appendix B-2: Preferred Shelter-in-Place and Seek Secure Shelter Areas listed for all departments and floors next 3 pages**



# UNIVERSITY OF WYOMING

## Appendix B-2: Preferred Shelter-in-Place and Seek Secure Shelter Areas

### Pharmacy Wing Building

**Preferred Shelter-In-Place locations for the Building are:**

**In case of tornado**-----the basement (first floor) or second floor is preferred in room without windows. Rooms without windows are the following:

Women's rest rooms at the west end of each hallway

5<sup>th</sup> floor – 585

4<sup>th</sup> floor –481, 483

3<sup>rd</sup> floor - 391, 393

2<sup>nd</sup> floor –288F, 288C, 288D, 288E

1<sup>st</sup> floor (basement) – East side hall way leading to the animal facilities – only authorized people with the card swipe capability will be able to enter the animal facilities

**In other situations such as a threat of active shooter seek SECURE shelter** in rooms that can be locked from the interior:

Move to the designated areas assigned for this department

### Dean's administrative offices, HSC staff located on the first floor and the Center for Rural Health Research & Education

**Preferred Shelter-In-Place locations for the Building are:**

**In case of tornado**-----the basement (first floor) or second floor is preferred in room without windows. Rooms without windows are the following:

HSC 128 and HSC 136

**In other situations such as a threat of active shooter seek SECURE shelter** in rooms that can be locked from the interior:

Move to the designated areas assigned for this department



# UNIVERSITY OF WYOMING

## Appendix B-2: Preferred Shelter-in-Place and Seek Secure Shelter Areas

### Communications Disorders

**Preferred Shelter-In-Place locations for the Building are:**

**In case of tornado**-----the bottom of the stairwells and the adjacent east hallway (no room number)

**In other situations such as a threat of active shooter seek SECURE shelter** in rooms that can be locked from the interior:

Move to the designated areas assigned for this department

### Nursing

**Preferred Shelter-In-Place locations for the Building are:**

Basement of HS building WIND hallway

**In other situations such as a threat of active shooter seek SECURE shelter** in rooms that can be locked from the interior:

Move to the designated areas assigned for this department



# UNIVERSITY OF WYOMING

## Appendix B-2: Preferred Shelter-in-Place and Seek Secure Shelter Areas

### Social Work

#### Preferred Shelter-In-Place locations for the Building are:

Weather-related Shelter: **Basement of the Health Sciences Building** has been determined to be the safest location, but if a closer location is needed, the **Women's and men's bathrooms on 3**

**In other situations such as a threat of active shooter seek SECURE shelter** in rooms that can be locked from the interior:

Move to the designated areas assigned for this department

### WIND & WGEC

#### Preferred Shelter-In-Place locations for the Building are:

HS 128/136

**In other situations such as a threat of active shooter seek SECURE shelter** in rooms that can be locked from the interior:

Move to the designated areas assigned for this department

### WWAMI

#### Preferred Shelter-In-Place locations for the Building are:

Stairwell on the fourth floor, north side of the building

**In other situations such as a threat of active shooter seek SECURE shelter** in rooms that can be locked from the interior:

Move to the designated areas assigned for this department



## Appendix C

**Research and Livestock Animals – This form was submitted to our animal care representative Dr. Sreejayan. He told me that the IACUC committee is working on this issue.**

### **Animal caretaker:**

Xiaohui "Jeffrey" Yang	HSC 192D	766-6127	307-760-9058
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Appendix D applies only to University buildings that house research or livestock animals.

A small number of University of Wyoming buildings house animals. Research animals or livestock will be evacuated as allowed or directed by emergency responders/personnel after the safety of all affected humans has been ensured and the emergency has been reported. **Should animals need to be evacuated or if there is another emergency in the building that impacts animals the lead animal care taker should be contacted along with UWPD Dispatch.**

Animal contacts for this Building:

Title	Name	Work Phone	Cell phone	Home phone
Lead animal care taker for building				
UW designated Veterinarian for Laramie campus	Alpine Animal Hospital	745-7341		

The Research Office will work with animal care staff, UW EHS, the UW Institutional Animal Care and Use Committee (IACUC) and Physical Plant to plan for and coordinate animal relocations from UW buildings. Planning considerations will include:

- a) Current animal locations with maximum number and species of animals
- b) Pre-identified possible relocation spaces for these animals
- c) Transportation of animals
  - o Identification of transportation vehicles
  - o Methods of pre and post cleaning of transport vehicle
- d) Food, water, bedding requirements for animals
- e) Veterinary care as needed



# UNIVERSITY OF WYOMING

## Appendix D

### Post Event /Drill Evaluation

#### Check event type:

- Evacuation Drill
- Shelter-in-Place Drill
- Actual Event:
- Other:

#### Summary:

#### Start Date/Time:

#### End Date/Time:

#### Participating Departments:

#### Other participating entities (e.g. Fire Department):

#### Total Number of Participants:

#### Major Strengths

The major strengths of the plan identified (observed) during this drill/event are as follows:

#### Changes made to Building Emergency Action Plan:

#### Name and title of person completing this form:

Copy of completed evaluation to be provided to UW Environmental Health and Safety:  
UWEHS@uwyo.edu, fax 766-6116, 102 Wyo Hall.