	Type of emergency Location (building and room number) Your name Stay on the phone if possible During a fire or if the elevators are inoperable, have people in wheelchairs move to the closest stairwell and call UAPD to let them know their location and if they need help. **City of Akron Emergency Services** (Police, Fire/EMS) can be contacted by **dialing 911** from a cell phone or Microsoft Teams phone.
Fire	Immediately stop what you are doing. Pull closest fire alarm pull station. If trained on how to use a portable fire extinguisher, you may try to extinguish the fire. Exit the area using closest exit. **(Do not use elevators.)** Report to your designated evacuation rally point. ➢ **Rally Point 1: Lower Level Parking lot near Gas Turbine Building** Remain at the Rally Point until given the all clear to re-enter the building.
Medical Emergency	Provide the following information to the dispatcher: your name, type of emergency, location of the victim(s), condition of the victim(s), any dangerous conditions. Clear the area and have someone monitor the injured person until EMS arrives. Comfort and reassure injured person. ➢ **An AED is located in the main room near front door**