UCCS EMERGENCY INFORMATION

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Building Name:** | | | | | | | | |
| Building No: | No. of permanent floor occupants: | | | **Floor Number:** | | | |
| Departments occupying floor: | | | | | | | |
| **Floor Safety Personnel**: | | | | | | | |
|  | | Name | | | Campus Ext: | | Other Phone:□ |
| Floor Safety Liaison | |  | | |  | |  |
| Asst. Floor Safety Liaison | |  | | |  | |  |
| **Emergency Equipment Locations:** | | | | | | | |
| Item | | Location(s) on floor/stairwell (if more than there are blanks – just list the closest to your office) | | | | | |
| AED | |  | | | | | |
| Evac Chair | |  | | | | | |
| Evacuation Pull-Station | |  | | | | | |
| Evacuation Pull-Station | |  | | | | | |
| Fire Extinguisher Location | |  | | | | | |
| Fire Extinguisher Location | |  | | | | | |
| **Are you aware of anyone who resides on your floor who has identified themselves as needing additional assistance during an evacuation?** | | | | | | | |
| Name | | Office # or Location | | | Campus Ext: | | Other Phone:□ |
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|  | |  | | |  | |  |
| **Evacuation Information:** *(floor plans located at http://www.uccs.edu/facsrvs/emergency-preparedness-floor-plans.html)* | | | | | | | |
| **Outside Assembly – primary location**: | | | | | | | |
| Alternate location: | | | | | | | |
| **Shelter In Place Area - primary location:** | | | | | | | |
| Alternate location: | | | | | | | |
| **Other individuals to be contacted (Name):** | | | | | | **Phone No:** | |
|  | | | | | |  | |
|  | | | | | |  | |
| **Emergency Contact Information:** | | | **Campus Ext:** | | | **Outside Phone:** | |
| UCCS Police | | | x 3111 | | | 255-3111 | |
| Fire / Medical (life threatening) / HAZMAT | | | x 911 | | | 911 | |
| Facilities Services | | | x 3313 | | | 255-3313 | |
| University Communications & Media Relations  (UCMR): All media information or inquiries should be directed  to UCMR, particularly during an incident or emergency. | | | x 3439 | | | 255-3439 | |

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