



Safety Alert

WHAT TO DO IF THERE IS AN EARTHQUAKE WHEN AT WORK:

- ✓ Duck, cover and hold. Advise others to do the same. Do not run or panic.
- ✓ Do not leave the building until the motion stops and it is safe. Stay where you are. If indoors stay indoors. Most injuries occur because people are trying to enter or leave buildings in a state of panic.
- ✓ If inside the building, take cover under a desk, heavy table or bench, or against inside walls and doorways, or in the corner of the room. Stay away from glass, windows, and outside doors. Watch out for falling debris or tall equipment that may topple or slide across the floor.
- ✓ Do not dash for exits since stairways may be broken or jammed with people. Do not use elevators as the power may fail. Seek safety in the immediate area you are in and then calmly evacuate the facility after the quake.
- ✓ Do not distress if you hear alarms going off or if the sprinklers begin to operate. These systems will likely be activated in the event of a major tremor. Expect to hear noise from breaking glass, cracks in walls, and falling objects.
- ✓ Prepare for more than one aftershock. Aftershocks are common after an earthquake. After the first motion is felt, there may be a temporary decrease in the motion followed by another shock. Aftershocks can occur several minutes, hours, or days after an initial shock.
- ✓ Do not use candles, matches, or open flames during or after the tremor. Extinguish any fires immediately with a fire extinguisher.
- ✓ When leaving be alert for possible falling objects.
- ✓ Assist people to safety.
- ✓ If you know first aid, administer as needed to those that are injured.
- ✓ Make sure coworkers are safe.
- ✓ Report to the designated Evacuation Assembly Area.

Note: Each supervisor is responsible for assuring the safe evacuation and accountability of staff