

SUMMIT CHASE CONDOMINIUMS

EMERGENCY PROCEDURES SUMMARY

A more complete version of these procedures are in the Rules

FIRE IN YOUR UNIT (if it's just "burnt toast" and your alarm goes off - call the front desk)

1. Call 911.
2. Extinguish small fires if you can do so safely. Do not waste precious time trying to control a fire! If you cannot quickly extinguish the fire. Activate the hallway alarm and leave the floor.
3. Do not try to save possessions before leaving your unit.
4. Close, but do not lock, the door to your unit.
5. Don't stay on a floor where the alarm has sounded. Go DOWN (never up) at least 4 stories or exit the building. NEVER USE THE ELEVATORS IN A FIRE.
6. Do not travel through a fire or heavy smoke to reach safety. You stand a better chance of survival if you can shelter yourself away from the fire and alert responders to your whereabouts.

SEVERE THUNDERSTORM OR TORNADO WATCH FOR THE IMMEDIATE AREA.

1. Be vigilant. Tune to local TV or radio (610 WTVN-AM). Make sure that your cell phone is charged.
2. If you are disabled, unlock your door so that neighbors can assist/check up on you.
3. Disconnect computers.
4. Know where your emergency kit is and make sure it is readily available.
5. Remove items from your balcony or patio that could become flying damaging or lethal objects in high winds.
6. Check on a neighbor who has a Red Dot (disabled or may need assistance).

SEVERE THUNDERSTORM OR TORNADO WARNING FOR THE IMMEDIATE AREA

1. Sirens will go off. **Do Not Use The Elevators.**
2. Quickly Move valuables away from windows.
3. Close and lock all windows. Wedge patio and balcony doors to prevent vibration from ripping them loose.
4. Put a rug against the inside bottom of your hall door. Hi-rises create an updraft that puts major pressure on the roof.
5. Keep your hall door closed (not locked) – no meetings in the halls.
6. Move yourself and your pets to a windowless interior room such as the bathroom.

AFTER THE STORM PASSES

1. Do not call the front desk, officers or management for "updates". Only emergency calls will be taken. An "all clear" or other informational message will be given over the PA system as the situation warrants.
2. Check your RED DOT neighbor.
3. If you or your neighbor has a medical emergency call **911** and call the front desk.
4. If substantial window or door breakage occurs call the front desk 486-5919 extension 0.

POWER OUTAGES: In a power outage the generator will kick in to power the elevators, water pumps, fire alarm system, PA system, heating system, toilets, hot and cold water faucets, emergency lights and other emergency systems. The generator can run for about 33 hours (for an unlimited time as we get more fuel). If a power outage occurs in **winter**, refrigerated food can be stored on your, or a neighbor's, balcony/patio. If a power outage occurs in **hot weather**, keep windows and balcony door closed to retain cool air. If it appears that a power outage will be for an extended period, we will make an announcement over the building-wide PA system.

Regardless of the season, appliances in the units will not be powered so we recommend that you keep on hand a five day supply of ready-to-eat canned goods (tuna, baked beans, etc), can-opener, and five gallons of water.

YOUR EMERGENCY KIT

Flashlight , battery powered lantern, battery powered radio, battery powered TV, extra batteries, A list of vital medications and doses. Buy a back pack, so that if you have to evacuate via the stairwell, your hands will be free.