

**Wayne County,
Ohio**

**Emergency Safety
Guidelines; _____**

EVENT	WHAT YOU SHOULD DO
FIRE	Call 9-1-1. Advise Supervisor / Department Head. Pull fire alarm. If trained, attempt to contain fire if possible with extinguishers. Evacuate to _____ and initiate head count. Do not return to building until advised by response personnel.
MEDICAL EMERGENCY	Beyond First Aid – Call 9-1-1 Notify Safety / Loss Control 330-287-5449 or 330-201-4149
POWER OUTAGE	Maintain work activities if possible. Move cautiously to lighted area. Await further instruction from county personnel.
TORNADO	When alerted, move to lower level in your building away from windows and exit doors within the center most interior of the floor. Wait for further instructions.
DISRUPTIVE INDIVIDUAL SUSPICIOUS PERSON	Call police @ 9-1-1. Get a good description of the individual Last known location or direction of travel.
Non-Life Threatening Injury or Work Related Illness	Notify Supervisor / Department Head Supervisor / Department Head to call Safety / Loss Control 330-287-5449 or 330-201-4149
Bomb Threat	Notify Supervisor and call law enforcement. Write down or electronically save threat. Evacuate building according to the fire plan. Report anything suspicious to responding safety personnel.