

**UNOH** UNIVERSITY OF  
NORTHWESTERN OHIO

# EMERGENCY ACTION PLAN

**STUDENT EDITION**

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UPDATED JANUARY 2018

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## **CLASS TIMES**

### **COLLEGES OF BUSINESS, OCCUPATIONAL PROFESSIONS AND HEALTH PROFESSIONS**

Monday – Friday

Day: 8:00 a.m. – 2:45 p.m.

Evening: 5:45 p.m. – 10:00 p.m.

### **COLLEGE OF APPLIED TECHNOLOGIES**

Monday – Thursday

7:30 a.m. – 12:30 p.m.





1:00 p.m. – 6:00 p.m.

6:30 p.m. – 11:30 p.m.

Monday – Wednesday

Early Morning: 12:30 a.m. – 6:30 a.m.

## EMERGENCY TELEPHONE NUMBERS

911	Unconscious person or a life-threatening situation	9-1-1
Police 	Lima Police Department Allen County Sheriff's Office American Township Ohio State Patrol	419-227-4444 419-227-3535 419-331-6788 419-228-2421
Rescue Squad	Lima Allen County Paramedics	419-224-4075
Fire Departments	Lima Fire Department American Township Fire Department 	419-227-2345 419-339-2511
Hospitals 	St. Rita's Medical Center Lima Memorial Hospital Westside Urgent Care-St. Ritas	419-224-2550 419-228-3335 419-227-2245
American Red Cross		419-227-5121
E.M.A.		419-993-1404
Safety Services	Main Office Cell phone (Text Messaging Available)	419-998-3167 567-204-4418

## ROAD CONDITION REPORT

Ohio State Patrol	419-228-2421
Ohio	888-264-7623
Lake Side	216-286-6621
Turn Pike	216-234-2030
West Virginia State Police	304-746-2100
Kentucky State Police	502-564-4890
Indiana State Police	219-728-9418 (Ft. Wayne)
Michigan	800-337-1334

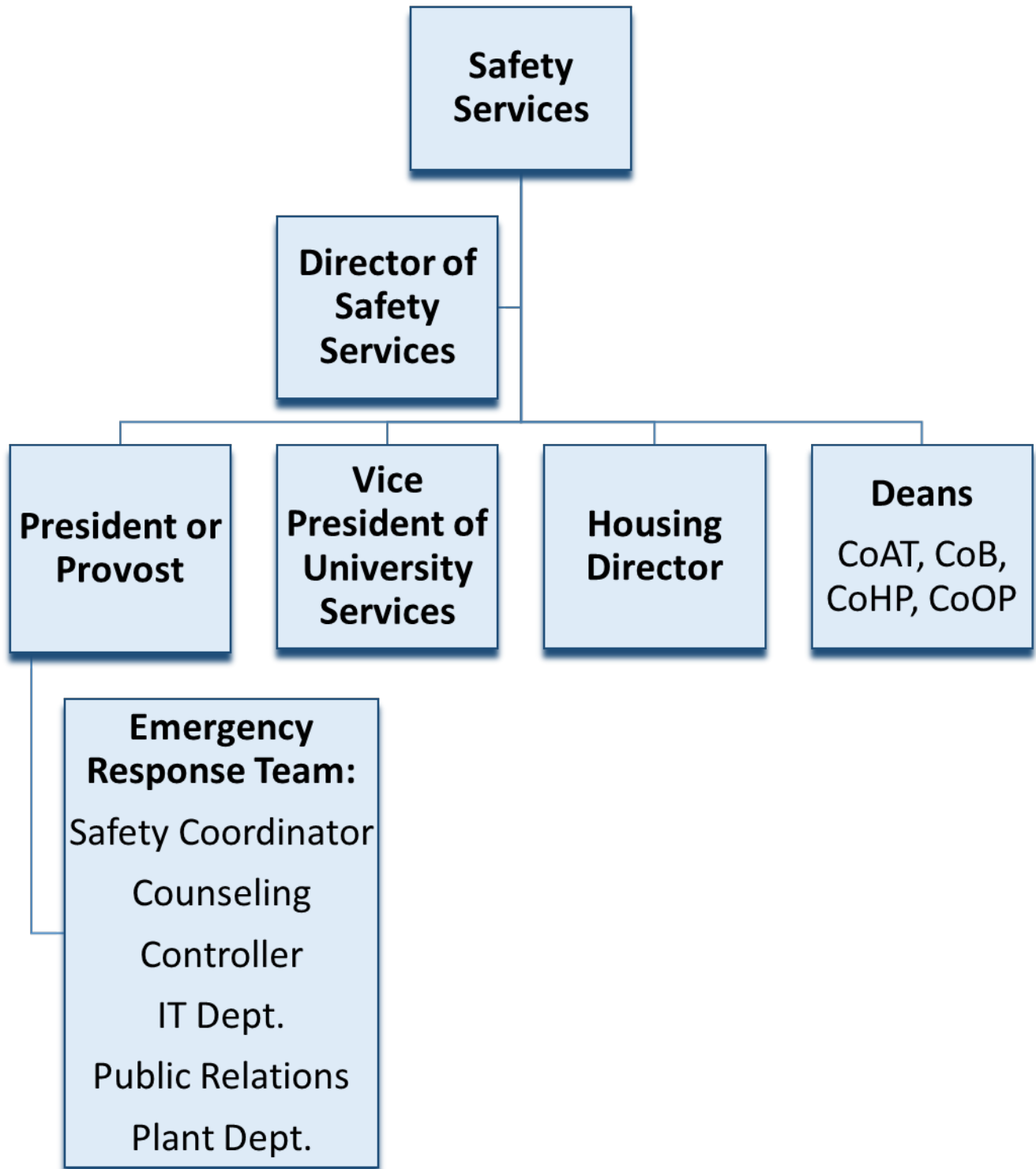
### Recommended websites to view areas of concern in Lima:

<http://lima.areaconnect.com/crime1.htm>

<http://www.neighborhoodscout.com/oh/lima/crime/>

[http://www.ocjs.ohio.gov/crime\\_stats\\_reports.stm](http://www.ocjs.ohio.gov/crime_stats_reports.stm)

# EMERGENCY PROCEDURES ACTIVATION CHART



# EMERGENCY EVACUATION PLAN

## INTRODUCTION

### WHY HAVE AN EMERGENCY EVACUATION PLAN?

During certain emergency conditions, it may be necessary to evacuate a building. Examples of such occasions include:

- Fire and Explosion
- Medical Emergency
- Hazardous Material Spill/Leak
- Bomb Threat
- Act of Violence
- Power Outage
- Weather

Pre-planning and drills are effective ways to ensure that building occupants recognize the evacuation alarm and know how to respond. The procedures in this plan should not be regarded as rigid but rather as flexible guidelines to be used to address any unanticipated emergencies. Practicing an evacuation during a non-emergency situation provides training that will be valuable in an actual emergency.

## EVACUATION PROCEDURES

### Academic Buildings

Based on the emergency, all buildings will be notified of what is going on throughout campus by the Public Announcement System in each building. If all buildings or just certain buildings need evacuated, instructions will be given over the P.A. System. Instructions will include, but are not limited, to the following: 1) what way to evacuate the building, 2) once outside the building, either to leave campus on foot or if vehicle traffic is permitted, or 3) which direction to exit campus, depending if the emergency has blocked one of our exits. A rally point location number will be given over the P.A. System for you to go to by foot. The rally point locations and their assigned numbers are the following:

- |     |                            |
|-----|----------------------------|
| #1  | Clock Tower Plaza          |
| #2  | Motorsports Racing Complex |
| #3  | Ohio State Beauty Academy  |
| #4  | CDL Training Center        |
| #5  | Lima Mall Parking Lot      |
| #6  | Old Home Depot Parking Lot |
| #7  | UNOH Event Center          |
| #8  | Indoor Athletic Complex    |
| #9  | 200 Building – Gymnasium   |
| #10 | 13000 Building             |

Additional locations may be designated based upon need. A map of the rally point locations is included with the other building maps, along with the Campus Evacuation Map.

All personnel are to report to the building coordinator once your area is cleared.

### Dorm Buildings

Safety Services will be announcing over loud speakers from the Safety Services units and will be on foot knocking door to door to inform students of the situation, what they need to do in order to be safe, or where they need to go to get more information or help.

## **COMMAND POSTS**

### Primary

All members of the Emergency Response Team will be contacted and meet in the Safety Services Office. They will then be informed of the situation and will be able to make any decisions they deem necessary at that time. If the situation arises that the Safety Services Office cannot be used as the Primary Command Post, instructions will be given when notified as where they need to go and a command post will be set up there.

### Mobile

Unit #40 will be set up in a safe but close proximity to where the situation is taking place. All personnel (Safety Services Officers, Maintenance, etc.) will meet there and receive orders from the Primary Command Post on what to do.

## **EVACUATION DRILLS**

1. Evacuation drills shall be conducted at least once every year at unexpected times and under varying conditions to simulate the unusual conditions that occur should an evacuation be necessary. These drills may be obstructed (having various means of exiting made temporarily unavailable) in order to familiarize occupants with secondary routes of evacuation, or unobstructed.
2. Evacuation drills will be scheduled by the Safety Coordinator.
3. Evacuation drills shall involve **all** occupants, no exceptions. Everyone shall leave the building when the fire alarm sounds. It may be advisable to notify anyone needing special assistance prior to planned evacuation drills.
4. In the conduct of drills, emphasis shall be placed upon orderly evacuation under proper discipline rather than upon speed. The Building Coordinator is expected to perform his/her assigned duties as if in an actual emergency situation.

5. Provisions should be made for timing and evaluating the orderliness of each drill. The Safety Coordinator will provide Evacuation Drill Report Forms.

## **INCLEMENT WEATHER POLICY**

Any cancellations or snow schedule announcements will be made by 6:30 a.m. for daytime students, by 4:00 p.m. for cancellation of evening classes, and by 9:00 p.m. for College of Applied Technologies early morning classes.

Register for Racer Alerts to get the most up-to-date information or call the voice mailbox: 419-998-9689.

### **The following schedule will be used in case of a school delay:**

#### Colleges of Business, Occupational Professions, Health Professions

8:00 a.m. class (Section 1) would start at 10:00 a.m.

9:45 a.m. class (Section 2) would start at 11:15 a.m.

11:30 a.m. class (Section 3) would start at 12:30 a.m.

1:30 a.m. class (Section 4) would start at 1:45 p.m.

#### College of Applied Technologies

Morning Session Classes will begin at 10:00 a.m.

**Please do not call the University directly.** If classes are in session but you cannot make it in, Colleges of Business, Occupational Professions, Health Professions, and graduate students need to talk to their instructors on their first day back. College of Applied Technologies students need to call or email their instructors.

## **PUBLIC ADDRESS SYSTEM**

The University of Northwestern Ohio has a campus wide P. A. System. The P. A. System will enable the University to notify everyone on campus of an emergency and instruct them on what to do. We will periodically test the system so you will be familiar with the announcements.

### **Announcements**

1. This is a test of the Emergency Alerting System. This is only a test. This is only a test.



2. The National Weather Service has issued a tornado warning for Allen County. You are advised to proceed immediately to your designated tornado shelter. Remain in the shelter until the “all clear” has been announced.
3. All clear (pause) All clear (pause) You can return to normal activity.
4. The University is closing. All students, staff and faculty are instructed to leave campus immediately.
  - 4A. The University is closing. All students, staff and faculty are instructed to leave campus immediately. Cable Road is closed. Exit west to Hartzler Road or Eastown Road.
  - 4B. The University is closing. All students, staff and faculty are instructed to leave campus immediately. Hartzler Road is closed. Exit east to Cable Road.
5. There is an emergency situation in this building. Evacuate immediately.
6. There is an emergency situation on campus. Remain in your area away from doors and windows. Remain sheltered until “all clear” has been announced.

## **RACER ALERTS EMERGENCY NOTIFICATION**

Racer Alerts is a program to notify University employees, students, and visitors of an on-going emergency affecting the University. An emergency is a condition at the University that has an immediate effect on the safety or security of students, employees, or visitors on campus. An emergency will have a direct impact on the normal operations of the University. This emergency may be on University property or may be occurring off campus.

Reasons for Racer Alerts activation may include:

- Ongoing act or threat of violence with a weapon or explosive device
- Extreme Weather Emergency (Tornado Warning)
- Chemical/Hazardous Material Spill or Incident
- Building Fire(s)

Methods for communicating emergency and safety information to students and employees may include one or a combination of the following methods:

- Local Audible Sirens
- UNOH E-Mails
- UNOH Website
- Racer Alerts Text Messaging
- Emergency Public Address System

Testing of all notification systems will be done periodically throughout the year. Unannounced test may also be planned to test the effectiveness of the systems and the University's response.

### ***Racer Alerts Employee/Students Sign-Up***

UNOH offers a free emergency notification service. In the event of an emergency or severe weather condition, an alert will be sent to the phone number and/or email address provided.

Sign up at: <https://my.unoh.edu>

Under the Quick Links section, select Racer Alerts

Any member of the Safety Services can initiate the emergency notification system. Immediate threats may be reported to the Safety Services Office. An evaluation will be made by the receiving officer of the nature of the threat and exigency of the threat to determine whether activation of alert is required.

## **EMERGENCY CALL BOXES**

Emergency call boxes are in various locations throughout campus. They are easily identifiable by a blue light above them. When an emergency call box is activated, a message is transmitted directly to the radios of all Safety Services officers on duty to quickly respond to the location. Maps of the emergency call box locations are available at the Safety Services Office.

*The emergency call boxes are to be used for emergency purposes only. Any tampering or misuse may result in disciplinary action.*

## **MISSING STUDENT POLICY**

The purpose of this policy is to establish procedures for the university's response to reports of missing students, as required by the Higher Education Opportunity Act of 2008. This policy applies to students who reside in campus housing. For purposes of this policy, a student may be considered to be a "Missing Student" if the student's absence is contrary to his/her unusual pattern of behavior and unusual circumstances may have caused the absence. Such circumstances could include, but not be limited to, a report or suspicion that the missing persons may be the victim of foul play, has expressed suicidal thoughts, is drug dependent, is in a life-threatening situation, or has been with persons who may endanger the student's welfare.

1. Procedures for designation of confidential emergency contact information:

Students will be given the opportunity during each quarter/session to designate an individual (s) to be contacted by the university no more than 24 hours after the time that the student is determined to be missing in accordance with the procedures set forth below. A designation will remain in effect until changed or revoked by the student.

In the event a student who is under the age of 18 and is not emancipated is determined to be missing pursuant to the procedures set forth below, the university will attempt to notify a custodial parent/guardian, in addition to the student's designated contact, no more than 24 hours after the student is determined to be missing in accordance with the procedures set forth below.

2. Official notification procedures for missing students:

- a. Any individual on campus who has information that a residential student may be a missing student must notify the Safety Services Office as soon as possible and in no event, later than 24 hours after determining that the student is missing.
- b. The Safety Services Office will gather all essential information about the residential student from the reporting person and from the student's acquaintances (description, clothes last worn, where student might be, who student might be with, and vehicle description, information about physical and mental well being of the student, an up-to-date photograph, class schedule, etc.).

If the above actions are unsuccessful in locating the student or it is immediately apparent that the student is a missing person (witnessed abduction), no later than 24 hours after the Safety Services Offices determines that the residential student is missing:

- i. The Safety Services Office will contact the appropriate local law enforcement agency to report the student as a missing person and the local law enforcement agency will take charge of the investigation; and
- ii. The Housing/Safety Services Office will notify the emergency contact (for students 18 and over) or the emergency contact and the parent /guardian (for the student under the age of 18) that the student is believed to be missing.

3. Campus communication about missing students:

In cases involving missing students, law enforcement personnel are best situated to provide information to the media that is designed to elicit public assistance in the search for a missing student. Therefore, all communications regarding missing students will be handled by outside law enforcement authorities, who may consult with the President or Vice President of Academic Affairs. All inquiries to the university regarding missing students, or information provided to any individual at the university about the missing student, shall be referred to the Safety Services Office, who shall refer such inquiries and information to law enforcement authorities.

Prior to providing the Lima community with any information about a missing student, the President shall consult with the Safety Services Office and with local law enforcement authorities to ensure that communications do not hinder the investigations.

## **WEAPON POLICY**

No weapons will be permitted on campus. This includes, but is not limited to, anything that can create serious physical harm. Some items include: guns, knives (pocket knives under 2” are acceptable), martial arts weapons, bows and arrows, blowguns, paintball guns, air soft guns, dart guns or rubber pellet guns, BB guns, hunting and targeting weapons, gun parts or unassembled weapon pieces, or any other item that is an instrument of attack. These items are NOT PERMITTED on campus or University-owned property and will be immediately confiscated. Students **will** be subject to disciplinary action for the possession of any weapon. CONFISCATED WEAPONS WILL NOT BE RETURNED.

**Dorms and vehicles** are subject to search and seizure of any weapons or such items.

Disciplinary procedure will be followed.

## **CAMPUS VIOLENCE PROCEDURES**

To effectively respond to, investigate, and appropriately handle actual or threatened incidents of campus violence, the following procedure will be used:

The officer receiving the report of the incident will investigate or arrange to investigate the complaint. The officer will then interview witnesses, gather the facts, and assess the situation. The officer will then determine if the immediate supervisor and/or the Lima Police or emergency personnel should be called.

Examples of campus violence include, but are not limited to:

- Threats of harm to a person or his/her property
- Intimidating, threatening, or directing abusive language toward another person
- Physical attacks on another person such as slapping, punching, or pushing
- Brandishing a weapon or an object that appears to be a weapon

Disciplinary procedure will be followed.

## **ACTIVE SHOOTER POLICY**

An active shooter emergency involves one or more persons, using a firearm, engaging in a random or systematic shooting spree. The vast majority of shootings in this country are over in a matter of minutes, involve persons known to one another, and are confined to a particular area. An Active Shooting incident does not follow this template. It may last for minutes or hours, range over a large and constantly changing area, and threaten everyone within close proximity of the shooter(s).

Persons may or may not receive advance warning of an active shooter. A witness, personal observation or the sound of gunshots may be the only alert you receive, leaving little time to react. The sound of gunshots, unlike special effects in movies and television, may sound muffled and make a “pop, pop, pop” noise. It is reasonable to assume that a series of such noises are gunshots and you should begin to take necessary precautions.

Traditional response to this type of incident has been to shelter in place and wait for the police to arrive. While this type of response is not completely wrong, case studies of several active shooter incidents have shown that using only this response has resulted in an increase in casualties. The university has adopted the “ALICE” response plan to assist you in your response should this type of incident occur.

### **ALICE**

“ALICE” is an acronym for 5 steps you can utilize in order to increase your chances of surviving a surprise attack by an Active Shooter. It is important to remember that the “ALICE” response does not follow a set of actions you “shall, must, will” do when confronted with an Active Shooter. Your survival is paramount in this situation. Deal with known information and don’t worry about unknowns. You may use only 1 or 2 parts of the response plan or you may have to utilize all 5. In this type of incident, your perception is the reality and you will be deciding what the appropriate action for you to take is.

- 1) **Alert**- Can be anything.
  - Gunfire
  - Witness
  - PA Announcement
  - Phone alert
  
- 2) **Lockdown**- This is a semi-secure starting point from which to make survival decisions. If you decide to not evacuate, secure the room.
  - Lock the door.
  - Cover any windows in the door if possible
  - Tie down the door, if possible, using belts, purse straps, shoe laces, etc.
  - Barricade the door with anything available (desks, chairs, etc.)
  - Look for alternate escape routes (windows, other doors)
  - Call 911

- Move out of the doorway in case gunfire comes through it
  - Silence or place cell phones on vibrate
  - Once secured, do not open the door for anyone. Police will enter the room when the situation is over.
  - Gather weapons (coffee cups, chairs, books, pens, etc.) and mentally prepare to defend yourself or others.
  - Put yourself in position to surprise the active shooter should they enter the room.
- 3) **Incorm-** Using any means necessary to pass on real time information.
- Given in plain language
  - Can be derived from 911 calls, video surveillance, etc.
  - Who, what, where, when and how information
  - Can be used by people in the area or who may come into it to make common sense decisions
  - Can be given by “Flash Alerts”, PA Announcements or Police Radio speakers
- 4) **Counter-** This is the use of simple, proactive techniques should you be confronted by the Active Shooter.
- Anything can be a weapon
  - Throws things at the shooters head to disrupt their aim
  - Create as much noise as possible
  - Attack in a group (swarm)
  - Grab the shooters limbs and head and take them to the ground and hold them there
  - Fight dirty-bite, kick, scratch, gouge eyes, etc.
  - Run around the room and create chaos
  - If you have control of the shooter call 911 and tell the police where you are and listen to their commands when officers arrive on scene.
- 5) **Evacuate-** Remove yourself from the danger zone as quickly as possible.
- Decide if you can safely evacuate
  - Run in a zigzag pattern as fast as you can
  - Do not stop running until you are far away from the area
  - Bring something to throw with you in case you would encounter the Active Shooter
  - Consider if the fall from a window will kill you
  - Break out windows and attempt to quickly clear glass from the frame
  - Consider using belts, clothing or other items as an improvised rope to shorten the distance you would fall
  - Hang by your hands from the window ledge to shorten your drop
  - Attempt to drop into shrubs, mulch or grass to lessen the chance of injury
  - Do not attempt to drive from the area

## **Secondary Issues**

- Responding Police will have their weapons drawn and ready for use. They do not know exactly who the shooter is and will probably point weapons at you. Just remain calm and follow any directions they may give you. You may be asked questions, patted down, and given orders to exit certain ways.
- Responding Police are there to stop the Active Shooter as soon as possible. They will bypass injured people and will not help you escape. Only after the shooter is stopped will they begin to provide other assistance.
- If you come into possession of a weapon, do NOT, carry or brandish it! Police may think you are the Active Shooter. If possible, put it in a trashcan and carry it with you. If you come across Police, calmly tell them what you are carrying and why. Follow their commands.
- Be prepared to provide first aid. Think outside the box. Tampons and feminine napkins can be used to stop blood loss. Shoes laces and belts can be used to secure tourniquets. Weighted shoes can be tied around a person's head to immobilize it. Remember it may be several hours until you can safely move an injured person. The actions you take immediately to treat them may save their life.
- If you are in lockdown for a long period of time, give consideration to issues such as bathroom use, keeping people calm, etc.
- Discuss before hand with people in your office or classes where you will meet up should you have to evacuate and make it a place easily accessible and far away from the scene.
- Talk to your students and co-workers before hand to know if they have any special skills. Consider strategic placement of these people in a classroom or office setting. You may have current or ex-military personnel, medically trained persons, or even people trained in martial arts that can provide assistance in this type of incident.
- Consider setting up classrooms and offices to make it harder for an Active Shooter to enter and acquire targets.

# BOMB THREAT PROCEDURES

**ATTENTION: TURN OFF RADIOS, PAGERS AND CELL PHONES BEFORE REACHING THE SUSPECTED AREA!**

## I. PRIORITY SEARCH AREAS

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- A. If the bomb threat specifies a certain area of the building, then naturally this area will be searched first.
- B. If no location is mentioned, then all public access areas will be checked first. These will include the following and in this order:
  - 1. Restrooms
  - 2. Lounges
  - 3. Hallways
  - 4. The garage area on the way out
  - 5. Exterior of building, including window wells, shrubbery, and fire escapes
- C. In order to expedite the above procedure, instructors on duty will do the following:
  - 1. Thorough search of their own classroom
  - 2. Extra instructors will search the exterior
  - 3. Students are NOT to be involved in these searches or announce that there has been a bomb threat.
  - 4. Instructors will report their findings to the person who notified them of the bomb threat.
  - 5. That person will then contact the Provost and the Director of Safety Services.

## II. WHAT TO LOOK FOR

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- A. Anything that looks out of place or as if it doesn't belong. Bombs can take the shape of many things and can be concealed in many ways
- B. Look for:
  - 1. Foreign objects
  - 2. Boxes, bags, packages
  - 3. Any container which looks out of place with its surroundings

## III. WHAT TO DO IF YOU FIND SOMETHING

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- A. **Do not touch it!**
- B. Notify Safety Services immediately.



## **POWER OUTAGE**

Generators located at the 200 building, Event Center, and outside the 13000 Building are to be started for power and heat for students and faculty/staff use.

At this time, both Safety Services' cell phones should be used for call-in services.

Students in the dorms will then be contacted to remind them that the 13000 Building will be open and available to anyone who wants heat, electricity, restrooms and first aid services, if needed.

## **TORNADO PROCEDURES**

**When a tornado warning has been issued, a loud wailing siren sound will be heard.**

**All students will remain in buildings during a tornado alert and will not be permitted to leave the buildings during this emergency.**

### **THE TESTING CENTER**

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Proceed to the back hallway by the men's and women's restrooms. Put as many people in the bathroom as possible. The rest should line up in a tucked position along the north and east walls.

### **0 - RACERS CAFÉ/IT DEPT**

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Exit into the middle storage rooms or into the men's and women's restrooms located in the entrance by the Racers Café. The IT Dept. will exit into storage room located in the west rear of the area.

### **100 BUILDING - BUSINESS / ADMISSIONS**

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#### **EAST SIDE**

All Admissions offices and desk secretaries will exit into the offices across the hall away from the windows (front section).

Room 128 will remain in the room.

The Admissions Center will exit into the men's and women's restrooms located in the south side hallway.

### **Classrooms**

Proceed to Rooms 124 and 126 and the women's restroom at the rear of the building and get as low as possible in these areas. (Rear Section)

### **3-STORY SECTION**

#### **First Floor**

Room 1129 – Exit out the east classroom door and go to Room 128.

Room 1130 – Exit through the east classroom door and sit along the south wall of the first floor in the new addition.

#### **Second Floor**

Room 2131 – Exit the classroom and go to the east stairwell. Proceed to the first floor and sit in the corridor under the stairs and along the wall.

Room 2132 and Offices 2201-2208 – Exit the rooms and go to the west stairwell. Proceed to the first floor into the hallway and sit along the wall.

#### **Third Floor**

Offices 3306-3312, Conference Room, and Kitchen – Proceed to the west stairs and to the first floor. Sit in the corridor under the stairs and along the wall.

Offices 3313-3320 – Exit to the east stairs and go to the first floor. Sit in the corridor under the stairs and along the wall.

### **200 BUILDING – RECREATION / STUDENT SERVICES**

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Proceed to the cashier's office, the hallway between the lounge and student services area, restroom facilities off the lounge, and handicapped restroom in hallway. No students shall remain in gym area of complex.

### **300 BUILDING - AUTO**

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#### **Classrooms**

Proceed to the southwest side of the classroom areas and get as low as possible under the tables.

**Welding Shop**

Remain in the room and get as close to the southwest wall as possible and under tables.

**Front Offices**

Front east offices will exit into office restroom and go to the southwest corner.

**Northwest Faculty Offices**

Proceed to the south east office.

**Pit Stop**

All Pit Stop personnel will exit into the faculty lounge and go to the southwest wall.

**400 BUILDING – DIESEL/AGRICULTURE**

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Proceed to classrooms 406 and 407, student lounge, restrooms, and faculty lounge areas.

**500 BUILDING - HVAC**

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**HVAC**

Go to Room 502, bathrooms in their areas or under tables in shop.

**1<sup>st</sup> Floor**

Go to the men's and women's restrooms. In the event either of these two locations is full or locked, sit along the hallway walls by rooms 5101 and 5102.

**2<sup>nd</sup> Floor**

Go downstairs to Room 502 or Room 503

**600 BUILDING – HIGH PERFORMANCE**

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**BUILDING A**

Rooms 602, 604, 606, and 608 should move to the south classroom wall and kneel down.

Rooms 601, 603, 605, and 607 should remain in the classroom under the desks.

Offices and the Conference Room should move to the back bathrooms.

**BUILDING B**

Proceed to the Engine Dyno 1 & 2 Rooms or the Chassis Dyno 1 & 2 hallway.

## **700 BUILDING – CORPORATE TRAINING CENTER**

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Remain in the classroom under the desks.

Students in the shop should move to the hallway between the 1 & 2 shops.

## **800 BUILDING - CDL**

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Proceed to either the bathroom or the office.

## **1000 BUILDING - ADMINISTRATIVE**

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### **Housing & Safety Services**

Proceed to the men's and women's restrooms.

### **Administration Offices**

Proceed to the men's and women's restrooms.

### **Classrooms 1001 & 1005**

Proceed to Classroom 1003.

### **Classroom 1002**

Proceed to Classroom 1004.

### **Classroom 1003 & 1004**

Remain in the classroom.

## **1100 BUILDING – S & S/ALTERNATE FUELS**

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All offices should go to the men's and women's restrooms.

All classrooms should go to Classroom 1102.

## **1200 BUILDING - ATHLETIC**

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Proceed to the locker rooms or restrooms.

## **13000 BUILDING – STUDENT COMMONS**

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### **Classroom 13101**

Exit room to the right and proceed to Room 13109.

### **Classroom 13102**

Exit room to the right and proceed to Room 13109

### **Classroom 13103**

Go directly across the hall to Room 13109.

### **Classroom 13104**

Go directly across the hall to Room 13108.

### **Classroom 13105**

Go directly across the hall to Room 13107.

### **Classroom 13106**

Exit room to the left and proceed to Room 13107.

### **Classrooms 13107, 13108, 13109**

Remain in the classroom.

### **Classroom 13110, 13111**

Proceed to the Men's/Women's Restroom on the right.

### **Classroom 13112 - 13116**

Remain in the classroom.

### **Classroom 13117, 13118**

Proceed to Room 13116.

### **Classroom 13119**

Proceed directly across the hall to Room 13115.

### **Classroom 13120**

Proceed directly across the hall to Room 13113.

### **Classroom 13121**

Proceed to the Men's/Women's Restroom.

### **Conf. Private Study Room**

Proceed across the hall to the Men's/Women's Restroom.

### **Academic Skills Directors Office**

Proceed to Room 13114.

**Dining Hall**

Exit out the Northwest Door and take cover along the West hallway between the classrooms.

**Food Court**

Employees should take cover in the back storage room and/or office.

**Mailroom/Faculty Lounge**

Remain in the classroom.

**North Offices**

Proceed to the mailroom behind the reception desk.

**Library**

Proceed to the North stairwell or the storage room.

**1400 BUILDING**

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Sit on the floor in back hall

**1500 BUILDING - ROBOTICS**

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Proceed to Men's/ Women's Restrooms or Student Lounge.

**PLANT DEPARTMENT – NORTH BUILDING**

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Proceed to the center office.

**WOOD SHOP – SOUTH BUILDING**

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Proceed to the two front closets.

**HOUSING FACILITIES**

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**College Park**

Proceed to the bathroom in your dorm.

**Sherwood Park**

Proceed to the basement areas of A, B, or C buildings.

**Northwestern Park**

Proceed to bathroom in your dorm.

**Racers Village Suites**

Proceed to the bathroom areas in your dorm.

## **UNOH EVENT CENTER**

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All occupants shall practice shelter-in-place and proceed to the nearest restroom or to the hallways in the middle of the building.

## **MOTORSPORTS RACING COMPLEX**

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Proceed to the bathrooms.

## **INDOOR ATHLETIC COMPLEX**

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Proceed to the Spa area and the bathrooms.

## **RACERS STATION**

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Proceed to the bathrooms or take cover behind the bar.

# **OUTDOOR ATHLETIC FIELDS SEVERE WEATHER PROCEDURES**

## **Severe Weather Policy**

### **Lightning:**

In accordance with the NATA Position Statement of Lightning Safety for Athletics and Recreation and the NCAA Guideline 1E, the University of Northwestern Ohio Athletic Training staff will reference the National Weather Service, the National Lightning Safety Institute, and Weather Bug Spark application when considering lightning safety. The following steps should be followed in attempt to mitigate the lightning hazard:

1. Be aware of how close lightning is to the practice or event area.
2. Use the “Flash to Bang” method; count the number of seconds between the flash and noise and divide by 5 which will tell you how close lightning is to the area. It is recommended that if the “Flash to Bang” is 30 seconds, all personnel should go to a safe structure or site.
3. Using the Weather Bug Application “Spark” can also report how close lightning is to the area. Instructions should be given as followed:
  - a. Heads Up – Lightning is within 30 miles.
  - b. Begin Safety Procedure – Lightning is within 20 miles.
  - c. Danger – (Safety Procedure should be complete) Lightning is within 10 miles.
  - d. All Clear – Lightning has not been detected at 20 miles or less for 30 minutes.
4. If a severe weather watch or warning is issued no student-athletes should be practicing outside.
5. If a warning is issued, immediately evacuate all personnel to a safe structure.

6. Safe structure is considered any fully enclosed building that involves plumbing and/or electrical wires that act to electrically ground the structure.
7. If such a structure cannot be found, take shelter in any vehicle with a hard metal roof and closed windows.
8. While indoors, stay away from the walls, windows, plumbing and electronic devices attached to the walls (including landline telephones). If in a vehicle, avoid contact with the metal frame and radio use.
9. Designate a weather watcher to monitor the weather from a safe location.
10. Remain in the safe structure until the authorities have issued a statement that it is safe to resume outdoor activities.
11. No outdoor activities are to be resumed until 30 minutes after the last sign of lightning/thunder. For every sign observed, the 30 minute timer is reset.
12. If during an athletic event, have planned instructions/announcements for participants and spectators, designation of warning and all-clear signals, and designation of safe structures.

**Recommended Lightning-safe and AED locations:**

<b>Venue</b>	<b>Safe Locations</b>	<b>AED Location</b>
Softball Field	Locker room Visiting Team – Locker room or School Bus	Training Room at Complex
Baseball Field	UNOH – Locker room Visiting Team – School Bus	Training Room Baseball Complex
Soccer Field	UNOH – Locker room Visiting Team – Locker room or School Bus	Training Room Complex
Tennis Courts	UNOH – Baseball Complex Locker room Visiting Team – Baseball Complex Locker room or School Bus/ Van	Training Room Baseball Complex
Soccer Practice Fields	13000 Building (Student Commons) or Barnes and Noble	N/A

**PA Announcement during Inclement Weather:**

May I have your attention? We have been notified of approaching inclement weather. Activity will cease until we have determined it is safe and the risk of lightning is diminished. We advise you to seek shelter in the following areas: Please reference the list above

**Script for Conversation with Official:**

Hello, my name is \_\_\_\_\_. I am a member of the University of Northwestern Ohio Athletic Training Staff. I would like to speak with you regarding our lightning safety procedures. On site we use the Weather Bug Application “Spark”, a lightning detector, to monitor lightning. In accordance to NCAA recommendations, lightning detected within 8-20 miles is considered to pose an imminent threat. Per UNOH’s lightning safety policy, when the lightning detector reveals lightning strikes within the 8-20 mile range or the flash/bang method reveals lightning less than 30 miles we strongly recommend suspending activity until the danger of a lightning strike has passed. We have a communication system to inform all participants and fans.



### **Tornado/ High Wind:**

1. If a watch is issued, the media will issue instructions from the National Weather Service Center.
2. Be aware that there can be a sudden change without advance warning.
3. Outside activity must be canceled during a tornado watch.
4. If a warning is issued, immediately evacuate all personnel to a safe structure. Go to an inside room away from doors and windows. If off campus, identify a safe structure to move the team/ athletes to.
5. Remain in the safe structures until the authorities have issued a statement that it is safe to resume outdoor activities.

### **Heat Stress/ Heat Exposure**

In accordance with the NATA's Position Statement of Exertional Heat Illness and the NCAA's Guideline 2c, the University of Northwestern Ohio Athletic Training staff will follow the recommended practices of:

1. A pre-participation physical, and subsequent annual medical update, will be completed prior to the start of conditioning sessions or any practice sessions.
  - a. A history of any heat related illnesses or the presence of the sickle cell trait will be noted and considered during any training session or competition.
2. Student-athletes should be exposed to a gradual acclimation period at the start of conditioning, practice or other training session.
3. Frequent rest periods will be scheduled during periods of high heat/ humidity intensity.
4. The use of a Sling Psychrometer or Weather Bug will be utilized to identify the air temperature and the humidity to properly obtain the wet-bulb globe temperature (WBGT), to help identify any modifications that may need to be made.
5. Access to hydration and shade will be made readily available. With the exception of baseball all athletes are given a water bottle at the beginning of each year.
6. Pre and Post-Practice student-athletes weights may be recorded during periods of high environmental stress. To help identify progressive dehydration and loss of body fluids.
  - a. Those who lose  $\geq$  five percent of their body weight will be evaluated and may undergo activity modification until rehydration has occurred.
7. Condition in which the WBGT is <65 degrees Fahrenheit
  - a. The risk is low but still exists on the basis of risk factors
8. Condition in which the WBGT is 65-73 degrees Fahrenheit
  - a. The risk level increases as event progresses through the day. Increase the number of water breaks, and monitor the athletes carefully.
9. Condition in which the WBGT is 73-82 degrees Fahrenheit
  - a. Everyone should be aware of injury potential; individuals at risk should not compete. Ten minute water break is mandatory every 30 minutes, consider moving activity to before 10am or after 5pm, and monitor athletes carefully.
10. Conditions in which the WBGT is >82 degrees Fahrenheit
  - a. Outdoor activity must be delayed or rescheduled. Temperature and humidity are to be monitored every 30 minutes to assess for increased heat index.

### **Coaches' and athletes' roles**

1. Coaches and athletes should be educated about the signs and symptoms of heat illnesses.
2. Coaches should be aware of factors that may increase the likelihood of heat illness.
3. Coaches should allow ample rest and rehydration breaks.
4. Check to make sure proper amounts of fluids are available and accessible.
5. Modifications are made to reduce risk in the heat (eg, decrease intensity, change practice times, allow more frequent breaks, eliminate double sessions, reduce or change equipment or clothing requirements, etc).

### **Treatment Preparations**

1. Be familiar with the most common early signs and symptoms of heat illnesses.
2. Have proper field equipment and skills to assess a heat illness.
3. Have an emergency plan in place in case an immediate evacuation is needed.
4. Have a kiddie pool available in situations of high risk to initiate immediate cold-water immersion of heat-stroke patients.
5. Have ice bags available for immediate cooling when cold-water immersion is not possible.
6. Identify shaded, air-conditioned, and cool areas to use when athletes need to cool down, recover, or receive treatment.
7. Have fans available to assist evaporation when cooling.
8. Be properly equipped to assess high core temperature (ie, thermometer).

### **Cold Stress/ Cold Exposure**

In accordance with the NATA Position Statement on Environmental Cold Injuries and the NCAA Guideline 2b, the University of Northwestern Ohio Athletic Training staff will reference the National Weather Service's Wind Chill Chart when Considering Cold Stress/ Cold Exposure. The following steps will be followed in attempt to decrease cold exposure and the consequences of cold stress/ cold exposure:

1. Student-athletes will be educated in prevention measures
  - a. Dress in layers: wicking fabrics close to skin, wool layers for warmth and finally a wind-blocking material to prevent wind chill.
2. The athletic training staff will use either the sling psychrometer or Weather Bug to determine appropriate air temperatures at each venue.
3. When identifying cold stress conditions, regular measurements of environmental conditions are recommended in which the Wind-Chill Equivalent Index (WCEI) will be referred to. Available at [www.weather.gov](http://www.weather.gov)

### **Policy and procedure for softball and baseball**

1. A temperature of 36 degrees Fahrenheit and/or wind chill ("feels like" temperature) of 32 degrees Fahrenheit or below, games and practices will be rescheduled or moved indoors.
2. Prior to the start of practice or competition the athletic trainer and/or athletic director will assess the temperature conditions to determine if activity may begin.
3. The athletic training staff / AD will continued monitor the conditions every 20 to 30 minutes to determine if the conditions have become too dangerous for play.

### **Policy and procedure for soccer**

1. A temperature of 30 degrees Fahrenheit and/or wind chill (“feels like” temperature) below 25 degrees Fahrenheit, allow players to cover as much exposed skin as possible (relax uniform rules – allowed to wear tights, clothing under uniform, hats, and gloves); also, provide facilities and opportunities for rewarming during practice and competition.
2. “Feels like” temperature below 15 degrees Fahrenheit, all games and practices will be rescheduled or moved indoors.
3. Prior to the start of practice or competition the athletic trainer and/or athletic director will assess the temperature conditions to determine if activity may begin.
4. The athletic training staff / AD will continued monitor the conditions every 20 to 30 minutes to determine if the conditions have become too dangerous for play.

### **Coaches’ and athletes’ roles**

1. Coordinate a schedule of hydration and/or feeding.
2. Coordinate a schedule of rewarming or clothing changes as needed.
3. Identify possible activity modifications as conditions change (eg, change activity times, allow more frequent chances to rewarm, allow changes to clothing or equipment).
4. Become educated about the prevention and recognition of cold injuries.
5. Develop a schedule for monitoring athletes to allow early recognition of potential injury.

### **Treatment Preparations**

1. Be prepared to identify the signs and symptoms of cold injury.
2. Have proper equipment and skills to assess cold injury, including assessment of low core temperatures which would include an oral thermometer with a temperature reading below 95 degrees Fahrenheit.
3. Prepare an emergency action plan in the event that rapid transport is necessary.
4. Prepare active rewarming equipment (ie, whirlpool, hot packs, towels, blankets, dry clothing).
5. Identify warm, dry areas for athletes to passively rewarm, recover, or receive treatment.
6. Provide direct on-site (ie, sideline) means of passive rewarming (eg, additional clothing, space heaters).

## **EMERGENCY ACTION PLANS**

### **Emergency responders have four roles:**

1. Immediate care of athlete
2. Emergency Equipment Retrieval
3. Activation of EMS & UNOH Safety Services
4. Direction of EMS to the Scene

### **Activation of EMS:**

1. Call 911
  - a. Caller states name and gives condition of injured person(s), as well as any treatment given.
  - b. Gives location (field, court, location of injury)
  - c. Other information requested from dispatcher

2. A designated person(s) needs to meet the EMS in the parking lot and at the gate entrance to direct them to location of the emergency.

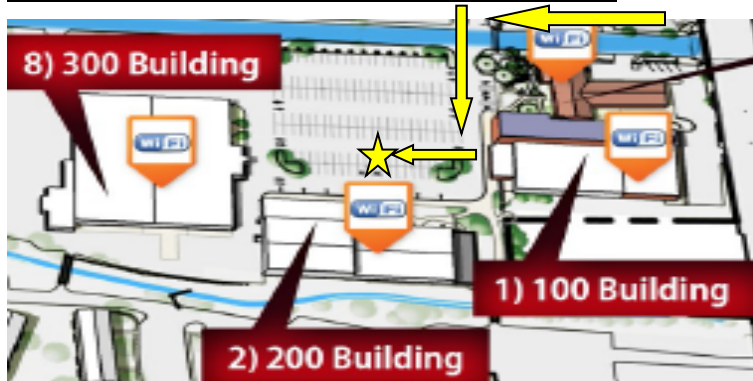
**Emergency Phone Numbers:**

1. 911
2. Safety Services (419) 998-3167
3. St. Rita's Emergency Department (419) 226-9024
4. Lima Memorial Emergency (419) 516-0343

**Courts/Fields:**

1. Basketball Men's & Women's, Volleyball
2. Baseball
3. Soccer Men's & Women's
4. Softball
5. Tennis Men's & Women's

**Men's & Women's Basketball, Volleyball**



Court Location: Cable Rd. Go west onto College Park West. Turn left into parking lot just past Racer's Café. The gym is located in the 200 building which is in the middle of the other side of the parking lot. Go in doors in the center of the building (next to Huntington ATM)

In the event that an emergency situation may arise during an athletic practice or competition, swift action must take place to provide the best possible care for the athlete and/or spectator, coach, etc. Typically the first responder will be the athletic trainer; however the coach will have the responsibility if athletic trainer is not present. All coaches are required to review emergency action plans and have been given the opportunity to become certified in CPR through the American Heart Association.

**Baseball**



Field Location: South on Hartzler, west on Racer's Way, turn left onto sidewalk between the tennis courts and 1200 building, Gate entrance is in right field.

In the event that an emergency situation may arise during an athletic practice or competition, swift action must take place to provide the best possible care for the athlete and/or spectator, coach, etc. Typically the first responder will be the athletic trainer; however the coach will have the responsibility if athletic trainer is not present. All coaches are required to review emergency action plans and have been given the opportunity to become certified in CPR through the American Heart Association.

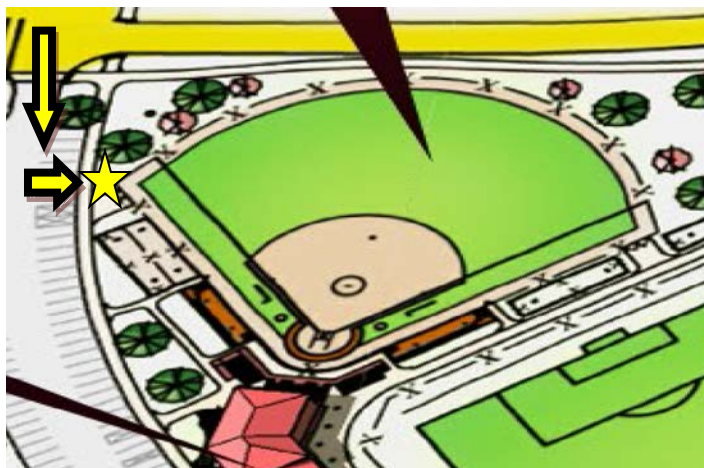
### **Men's & Women's Soccer**



Field Location: South on Eastown Rd, east onto Racers Way, at first stop sign turn right into parking lot. Continue to end of parking lot. There is an entrance onto the field just south/east of the small press box building.

In the event that an emergency situation may arise during an athletic practice or competition, swift action must take place to provide the best possible care for the athlete and/or spectator, coach, etc. Typically the first responder will be the athletic trainer; however the coach will have the responsibility if athletic trainer is not present. All coaches are required to review emergency action plans and have been given the opportunity to become certified in CPR through the American Heart Association.

### **Softball**



Field Location: South on Eastown Rd, east onto Racers Way, at first stop sign turn right into parking lot just before the field. Gate entrance is in left field (Northwest side of dugout)

In the event that an emergency situation may arise during an athletic practice or competition, swift action must take place to provide the best possible care for the athlete and/or spectator, coach, etc. Typically the first responder will be the athletic trainer; however the coach will have the responsibility if athletic trainer is not present. All coaches are required to review emergency

action plans and have been given the opportunity to become certified in CPR through the American Heart Association.

### Tennis



Court Location: South on Hartzler, west on Racer's Way, turn left into parking lot just before the tennis courts, turn right towards the small patio to the southeast gate of tennis courts.

In the event that an emergency situation may arise during an athletic practice or competition, swift action must take place to provide the best possible care for the athlete and/or spectator, coach, etc. Typically the first responder will be the athletic trainer; however the coach will have the responsibility if athletic trainer is not present. All coaches are required to review emergency action plans and have been given the opportunity to become certified in CPR through the American Heart Association.

## **SHELTER-IN-PLACE**

### **PROTECTIVE ACTION FOR HAZARDOUS MATERIALS EMERGENCIES**

Shelter-in-place is the most effective course of action when time does not permit evacuation from the dangers of an external hazardous materials release.

**OBJECTIVE:** Enter and remain in the building, **exclude outside air** and remain sheltered until the airborne hazardous material danger has passed.

**WARNING METHODS:** Sirens (stationary and mobile) emergency alert system local radio and T.V.

**PREPAREDNESS:** Know how to turn off all air and heat ventilation systems in the building quickly.

## **SHELTER-IN-PLACE EMERGENCY PROCEDURES:**

1. Bring students inside the building.
2. Close all doors to the outside.
3. Close and lock all windows.
4. Quickly turn off any heat, air, and ventilation systems that could possibly draw outside air into the building.
5. Seal obvious gaps around outside doors, windows, and vents with tape, wet towels or other available materials.
6. If there is danger of external explosion, close drapes or blinds and move students to internal hallways.

Remain tuned to local radio and T.V. stations for emergency information, instructions and “all clear” message.

## **FUEL SPILLS**

Spill Kits are located by the 400 Fuel Tanks and the 600 Fuel Tanks. In a trash can are socks and Floor Dry to be used to stop the fuel from entering the catch basin. If over 50 gallons are leaked out, call the fire department.

## **FIRE EVACUATION PLAN**

It is the purpose of this section to insure the safety of all students, faculty, and staff of the University of Northwestern Ohio. Students and employees should familiarize themselves with this plan for a safe evacuation.

You must be at approximately 100 feet from each building. Do not be concerned with lights and doors. Exit the building quickly.

### **0 BUILDING – RACERS CAFÉ/ IT DEPT.**

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Exit the nearest and easiest access door and then proceed to the Testing Center parking lot or grass area north of College Park West Street or to the west parking lot.

#### Restaurant Kitchen

Exit by the northwest rear door or the north side door.

#### Restaurant Eating Area

Exit by the north side door or the main double glass doors to the southwest.

IT Dept.

Exit by the east front door or the south side door.

## **100 BUILDING – CLASSROOMS / ADMISSIONS**

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### **BUSINESS BUILDING**

West side exit door down the north hallway in Admissions will be used by the following classrooms and offices:

- Room 116
- Room 120
- Room 121
- Room 122
- Room 128
- All front office areas
- Cyber Center

Rear entrance to building will be used by the following classrooms and offices:

- Room 117
- Room 118
- Room 124
- Room 126
- Faculty and staff offices
- Rear restrooms

### **BUSINESS BUILDING – 3-STORY SECTION**

#### First Floor

All offices and Classroom 1129 will exit the east stairwell to the north side of the building.

Classroom 1130 will exit the west classroom door into the parking lot.

#### Second Floor

Classroom 2131 will exit the east stairwell to the first floor and out the north side of the building.

Classroom 2132 and Offices 2201-2208 will exit the west stairwell to the first floor and out the north side of the building.

#### Third Floor

Conference Room, Kitchen, and Offices 3306-3312 will exit the west stairwell to the first floor and out the north side of the building.

Offices 3313-3320 will exit the east stairwell to the first floor and out the north side of the building.



**ADMISSIONS**

Exit front north door.

**CLASSROOM**

Exit to the south side exit doors in the classroom. Alternate exit is the main double glass doors to the northwest and down the hallway to the west side exit door.

**200 BUILDING – STUDENT SERVICES/ RECREATION/ FINANCIAL AID/ CASHIER****STUDENT SERVICES**

Exit out the front doors of the building or the rear emergency exit of the Student Services Building.

**FINANCIAL AID**

Exit out hallway north doors.

**LOUNGE, CASHIERS' OFFICES**

Exit using the front door.

**V.I.P. Lounge**

Exit using the rear emergency exit door.

**GYM**

Exit out both emergency exits at the south and west sides of building.

**ALL ATHLETIC OFFICES IN THE 200 WING**

Exit using the east exit door.

**LOCKER ROOMS**

Exit using either east or west doors.

**300 BUILDING – CLASSROOMS/ SHOP/ OFFICES****FRONT LOBBY AREA AND OFFICES**

PRIMARY – Use front double doors

SECONDARY – Down rear hallway and out south overhead door

**ROOMS 301, 302, AND 303**

PRIMARY – Exit classroom east door

SECONDARY – Exit classroom door and out north overhead door

**ROOMS 304 AND 306**

PRIMARY – Exit classroom door and out south overhead door

SECONDARY – Exit classroom door and out north overhead door

**ROOMS 305 AND 307**

PRIMARY – Exit classroom east door

SECONDARY – Exit classroom door and out south overhead door

**ROOMS 308 AND 310**

PRIMARY – Exit classroom door and out south overhead door

SECONDARY – Exit classroom door then down hallway to the west door

**ROOM 309**

PRIMARY – Exit classroom door and out south overhead door

SECONDARY – Exit rear classroom door through classroom 313 to the hallway and out the west door

**ROOMS 311 AND 312**

PRIMARY – Exit classroom door and out north overhead door

SECONDARY – Exit classroom door then down hallway to the west door

**ROOM 313**

PRIMARY – Exit front door, go west, and out the student entrance door

SECONDARY – Exit classroom rear door, go through classroom 314, and exit south door

**ROOM 314**

PRIMARY – Exit south door

SECONDARY – Exit through north classroom door, through classroom 313, down hallway, and out student entrance door

**ROOM 315**

PRIMARY – Exit through south exit outside door

SECONDARY – Exit through west exit outside door

**FACULTY FRONT LOUNGE**

PRIMARY – Exit through north overhead door

SECONDARY – Exit west door, through R/D room, and out west door

**FACULTY OFFICES**

PRIMARY – Exit through west door

SECONDARY – Exit through hallway to student entrance door

**NORTHWEST FACULTY OFFICES**

Exit through the front doors.

**PIT STOP**

PRIMARY – Exit through north door next to the Pit Stop Lounge

SECONDARY – Exit through double doors then out north overhead door

## **400 BUILDING – DIESEL / AGRICULTURE**

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### **EAST AND WEST WINGS**

In case of fire, all west wing and east wing classrooms' primary exit will be out their individual emergency exit doors in each classroom.

Secondary exits for west wing of building will be as follows:

Rooms 401, 402, and 403: Out the south emergency exit next to overhead door

Rooms 404, 405, Dyno Room: Out the north emergency exit next to overhead door

Secondary exits for east wing of building will be as follows:

Rooms 408, 409, and 410: Out the south emergency exit next to overhead door

Rooms 411, 412, and 413: Out the north emergency exit next to overhead door

### **ROOMS 406 AND 407, STUDENT LOUNGE, FACULTY LOUNGE, RESTROOMS**

PRIMARY – Through the museum area and out the main front door

Room 406, Faculty Lounge, Restrooms

SECONDARY – Down hallway and out west wing north emergency exit to overhead door

Room 407, Student Lounge Area

SECONDARY – Down hallway and out the east wing north emergency door next to overhead door

## **500 BUILDING – HVAC**

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### **ROOMS 501, 502, AND 503**

PRIMARY – Exit through east side doors into hallway, out the north or south doors

SECONDARY – Exit through the shop area to the north or south doors

### **ROOM 504**

PRIMARY – Exit north classroom door

SECONDARY – Exit through the shop area to the north or south doors

### **ROOM 505**

PRIMARY – Exit south classroom door

SECONDARY – Exit through the shop area to the north or south doors

### **FIRST FLOOR – Print Shop, Yoga Studio, Offices, and Rooms 5101 and 5102**

PRIMARY – Exit down the hallway and out the east doors

SECONDARY – Exit down the hallway to the west and out the south door

### **SECOND FLOOR**

Walk to the nearest stairway and exit the building.

## **600 BUILDING - MOTORSPORTS**

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### **FRONT LOBBY AREA, ALL OFFICES, AND CONFERENCE ROOM**

PRIMARY – Exit through the front west door

SECONDARY – Exit through the file room out back south door

### **ROOMS 601, 602, 603, AND 604**

PRIMARY – Exit through the hallway to the front west door

SECONDARY – Exit through the classroom door to the shop area and through the back door (north or south)

### **ROOMS 605, 606, 607, AND 608**

PRIMARY – Exit through the east hallway door

SECONDARY – Exit through the classroom door to the shop area and through the back door (north or south)

## **600 BUILDING - DYNO**

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### **MUSEUM**

PRIMARY – Through front west door

SECONDARY – Through hallway to lounge and out east back door

### **ENGINE DYNO 1 AND ENGINE DYNO 2**

PRIMARY – Exit through the east doors

SECONDARY – Exit through hallway to lobby through west front door

### **HP FUELS CLASSROOM AND HP FUELS LAB**

PRIMARY – Through west doors

SECONDARY – Through hallway to south door

### **STEERING AND SUSPENSION CLASSROOM**

PRIMARY – Exit east door

SECONDARY – Through west hallway to front west door

## **700 BUILDING – CORPORATE TRAINING CENTER**

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PRIMARY – Through east front door

SECONDARY – Through south door

## **800 BUILDING - CDL**

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PRIMARY – Through north door

SECONDARY – Through south door

## **1000 BUILDING - ADMINISTRATION**

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### **HOUSING AND SAFETY SERVICES**

Exit through the closest north or south door.

### **ADMINISTRATION OFFICES**

Exit through the closest north or south door.

### **CLASSROOMS 1001-1003**

Exit through the south door.

### **CLASSROOMS 1004 AND 1005**

Exit through the north door.

## **1100 BUILDING – S & S / ALTERNATE FUELS**

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### **OFFICES**

Exit through the front door.

### **CLASSROOMS 1101 AND 1102**

PRIMARY – Exit through the south shop door.

SECONDARY – Exit through the front west door.

### **CLASSROOM 1103**

PRIMARY – Exit through the north shop door.

SECONDARY – Exit through the front west door.

## **1200 BUILDING - ATHLETIC**

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All occupants should proceed to the nearest exit.

## **13000 BUILDING – STUDENT COMMONS**

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### **CLASSROOMS 13105-13107, 13114-13119**

PRIMARY – Exit out the northwest door.

SECONDARY – Exit out the East main entrance.

### **OFFICES**

PRIMARY – Exit out the northwest door.

SECONDARY – Exit out the north door by the stairs.

### **CAFÉ/DINING HALL**

PRIMARY – Exit out the south doors to the Patio.

SECONDARY – Exit out the east doors to the parking lot.

**CLASSROOMS 13101-13104, 13108-13113, 13120, 13121**

PRIMARY – Exit out the east main entrance.

SECONDARY – Exit out the northwest doors.

**LIBRARY**

PRIMARY – Go down the front stairs and exit out the main entrance.

SECONDARY – Go down the rear hallway, down the stairs and exit out the north door.

**1400 BUILDING - SOCCER**

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PRIMARY – Go down the west steps and exit into the parking lot.

SECONDARY – Go down the south steps and exit out the east door toward the soccer field.

**1500 BUILDING – ROBOTICS**

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**RECEPTION AREA, CONFERENCE ROOM, STUDENT LOUNGE, CLASSROOMS 1501 and 1502**

PRIMARY- Exit out the front door toward Cable Rd.

SECONDARY- Exit out the west doors toward back parking lot.

**SHOP AREAS**

PRIMARY- Exit out the west shop doors into the back parking lot.

SECONDARY- Exit out the front doors toward Cable Rd.

**MOTORSPORTS RACING COMPLEX**

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**FRONT SECTION**

PRIMARY – Exit out front glass doors.

SECONDARY – Exit thru the shop out the North door.

**BACK SECTION**

PRIMARY – Exit out the front North door.

SECONDARY – Exit out the back North door.

**PLANT DEPARTMENT – NORTH BUILDING**

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**PRIMARY**

- Ricker and Foust through hallway to west door

- 2 offices through west office door

SECONDARY – Through shop to east door

## **WOOD SHOP – SOUTH BUILDING**

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PRIMARY – Hallway to west door

SECONDARY – Hallway to shop to east overhead door

## **TESTING CENTER**

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PRIMARY – Exit out the front doors and across the street into the parking lot of the Library.

SECONDARY - Exit out the rear push located at the southwest corner (by the men's restroom) of the building and go across the street to the parking lot behind the Cyber Café.

## **HOUSING FACILITIES**

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### **COLLEGE PARK**

Everyone will leave by the main front door or by a “B” bedroom rear door.

### **SHERWOOD PARK**

Everyone will, if possible, close the patio door prior to exiting the main dorm door to a main parking lot.

### **NORTHWESTERN PARK**

#### First Floor

Exit from either the south end side doors or the north end side doors to the south front parking lot.

#### Second Floor

Exit down the outside stairway to the south parking lot.

### **RACERS VILLAGE**

#### First Floor

Exit out the front door to the parking lot.

#### Second Floor

Exit down the outside stairway to the parking lot.

## **UNOH EVENT CENTER**

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All occupants shall proceed to the nearest exit. They are to re-assemble in the far northwest corner of the property for head count.

## **INDOOR ATHLETIC COMPLEX**

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### **SPORTS FIELDS & WORKOUT AREA**

PRIMARY – Exit out the west main entrance.

SECONDARY – Exit out the south door.

### **NORTH SPORTS FIELD**

PRIMARY – Exit out the east or north door

SECONDARY – Exit out the west main entrance

### **WORKOUT AREA**

PRIMARY – Exit out the east doors.

SECONDARY – Exit out the south door.

### **SPA AREA**

PRIMARY – Exit out the east doors (Main Spa Entrance).

SECONDARY – Exit through the workout area and out the south door.

### **UPSTAIRS**

PRIMARY – Go down the stairs, turn right and exit through the east doors.

SECONDARY – Go down the stairs, turn right and exit out the south door.

## **RACERS STATION**

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PRIMARY – Exit out the west door by the pool tables.

SECONDARY – Exit out the south door by the office.

## **BUILDING COORDINATORS**

### **000 BUILDING**

Racers Café: 3129 Lynn Long

IT Dept.: 3107 Jeff LeBlanc

### **100 BUILDING**

Admissions: 8490 Tony Azzarello

Business: 8416 Tim Fitzpatrick

### **200 BUILDING**

3140 Marlo Duffy



**300 BUILDING**

3160 Lori Schimmoeller

**400 BUILDING**

3134 Teresa Rieger

**500 BUILDING – No office assistant.**

8817 Randy Waller

**600 BUILDING**

8800 James Brown

**700 – CORPORATE TRAINING CENTER – No office assistant.**

8891 Bob Marshal – (419) 560-2915

**800 - CDL – No office assistant.**

2048 Andy O’Neal

**1000 BUILDING**

3170 Julie Bowsher

6328 Shelley Dineen

**1100 BUILDING**

8816 Yvonne Shaffer

**1200 BUILDING**

8864 Aaron Lee

**13000 BUILDING**

8440 Jena Ricker

Library: 3131 Paul Higdon

Food Court: 3129 Michelle Tenwalde (6am – 2pm)

3129 Adam Chevalier (2pm – 10pm)

**1400 BUILDING**

8438 Tracey Coffman

**1500 BUILDING – ROBOTICS**

8486 Tamara Hawkey

**PLANT DEPARTMENT**

3166 Don Ricker

**HIGH PERFORMANCE MOTOR SPORTS BUILDING**

8898 Paul Higgins

**ALL DORMS**

3173 Pat Finnerty

**BARNES & NOBLE**

3130 Jackie Wenning

**UNOH EVENT CENTER**

8807 Carlyn Hefner

**INDOOR ATHLETIC COMPLEX**

8431 Tom White

**RACERS STATION**

3117 Elizabeth Carr

**THE UNIVERSITY OF NORTHWESTERN OHIO**  
**Building Addresses for 9-1-1**

BUILDING	ADDRESS
<b>0-500/Testing Center</b>	1441 N. Cable Rd. <i>Off of College Park West</i>
<b>600 (A-B)</b>	1744 Hartzler Rd.
<b>CASE/CDL (700/800)</b>	1755 Hartzler Rd.
<b>Event Center (900)</b>	1450 N. Cable Rd.
<b>1000 (Administration)</b>	2800 Racers Way
<b>1100 ( S&amp;S/Alternate Fuels)</b>	1766 Hartzler Rd.
<b>1200 (Athletic)</b>	2963 Racers Way
<b>13000 (Student Commons)</b>	1739 Hartzler Rd.
<b>1400 (Soccer)</b>	3225 Racers Way
<b>1500 (Robotics)</b>	1391 N. Cable Rd.
<b>Barnes &amp; Noble</b>	1721 Hartzler Rd.
<b>Plant Dept./Woodshop</b>	1600 Eastown Rd.
<b>Motorsports Racing Complex</b>	1530 Eastown Rd.
<b>Racers Station</b>	1365 N. Cable Rd.
<b>Indoor Athletic Complex</b>	1390 N. Cable Rd.
<b>Sherwood Park Dorms</b>	1441 N. Cable Rd. <i>Entrance to Sherwood Park Dorms</i>
<b>College Park Dorms</b>	2450 College Park West
<b>Northwestern Park Dorms</b>	2600 Northwestern Dr.
<b>Racers Village Suites</b>	2800 Racers Way

**\*Safety Services Officers will help direct emergency personnel where needed.\***