

Iowa State University

Emergency Weather Procedures: Bessey Hall

Severe Thunderstorm Warning:

An e-mail from the EEOB office will be sent concerning the warning, as well as reporting the time frame of the warning. Occupants should use caution when leaving the building during the warning period and be aware of outside conditions. Occupants of Bessey Hall who have personnel working in the field must instruct their workers to seek immediate and appropriate shelter.

Tornado Watch:

An e-mail from the EEOB office will be sent out to all building occupants advising of a tornado watch and the time period for the watch. If you are in an area with staff working in the field, promptly relay this information to the appropriate people (via cell phone, radio, etc). Please remind these workers to be aware of their surrounding weather conditions and listen to updates on local radio for their current weather information.

Tornado Warning:

Weather radio alert will notify EEOB office staff. Phone calls will be made to Plant Pathology and Biology offices to implement the tornado warning plan.

Tornado Warning Plan: Bessey Hall

Fifth Floor:

Greenhouse Manager will notify all users of the greenhouse to evacuate to the basement corridor shelter.

Fourth Floor:

Greenhouse Manager will go door-to-door, notifying all occupants to evacuate to the basement corridor shelter.

Third Floor:

Plant Pathology office staff will go door-to-door, notifying all occupants to evacuate to the basement corridor shelter.

Second Floor:

EEOB office staff will go door-to-door, notifying occupants of the exterior offices, labs, and classrooms to evacuate to the basement corridor shelter. People occupying the interior area of the second floor may remain in their rooms or evacuate to the basement corridor shelter.

First Floor:

Biology office staff will go door-to-door, notifying occupants of all the exterior offices, labs and classrooms to evacuate to the basement corridor shelter. People occupying the interior area may remain in their rooms or evacuate to the basement corridor shelter. **NO ONE** is permitted to stay in any first floor corridors. They MUST exit to the basement corridor shelter. PLEASE BE AWARE OF THIS.

Basement:

All occupants in labs and work areas in the basement may stay in their own rooms until further information is given.

When the all-clear signal is given, the weather coordinators (Kenneth McCabe and Janet McMahon) will notify the occupants that it is safe to return to their classrooms, offices, or labs.

Reminder to all occupants of Bessey Hall

Evacuation maps are posted at each stairwell on all floors. Please take a minute to familiarize yourself with the best exit route either for a tornado warning or a fire alarm. Thank you.