The severe weather notification at the Surplus and Storage Facility (ISU Surplus) will be by word of mouth. The weather radio is located in the office area (room #0101C). The staff is very small so in the event there is a severe weather warning issued, someone in the office area will alert the rest of the staff.

Evacuation plans will be as such. Since there is a block structure separately built inside the confines of the warehouse, shelter will be in the block structure. The plan of evacuation will be as follows.

**Monday, Tuesday, Wednesday from 7:30 a.m. to 11:00 a.m., Thursday, and Friday:** Utilize the men’s restroom (room #0101A) or women’s restroom (room #0101B). Those days/times have a small amount of personnel working in the warehouse.

**Wednesday from 12 noon to 4:00 p.m. during public sale hours:** Utilize room numbers 0101, 0101A, 0101B, 0101C and 0103. The sale starts at 12 noon but around 11:00 a.m. people start lining up at the door for the sale. So if the alert is sounded after 11:00 a.m., they will be let into the building and take cover in the evacuation areas.