

Emergency Tornado Procedures: Town Engineering Building

The severe weather coordinators are Kathy Petersen in 382 Town Engineering, 4-4975, kathyp@iastate.edu and Denise Wood in 456 Town Engineering, 4-2045, dwood@iastate.edu. The weather radios are located in these offices on third and fourth floor.

Severe Thunderstorm Warning:

No action will be taken in the CCEE department for a severe thunderstorm warning.

Tornado Watch:

No action will be taken in the CCEE department for a tornado watch.

Tornado Warning:

A tornado warning means that a tornado has been sighted by the public or local law enforcement, or that Doppler radar has indicated an area of rotation that could develop, or has developed, into a tornado. You should seek shelter immediately. Follow procedures below.

Action Procedures

When the weather warning radio announces a tornado warning, the tornado emergency plan should be started.

1. To alert the people on the third and fourth floors, the two weather coordinators will begin blowing their whistles to alert people of an approaching tornado. They will also take their weather radios and flashlights as they move down the hallways. When other secretaries hear the whistle, they too should take their flashlights and whistles, and proceed into the hallways to alert and direct people to a safe area. Some secretaries should then move to first, second, and basement floors to alert those occupants. **To keep the stairways open and free-flowing, people should not stop and take shelter in the stairway! Also debris can enter the stairways from above if the building roof is compromised.**

2. **People should not leave the building but proceed to these locations:**

Town Engineering Basement Occupants

Stay in the basement and proceed to an office or hallway. Keep away from the stairwell doors.

Town Engineering First Floor Occupants

Proceed to the basement hallway using stairs in the vending machine area or opposite Rm 147. Keep away from the stairwell doors. **There are no safe public areas or classrooms on the first floor during a tornado.**

Town Engineering Second Floor Occupants

Proceed out of the classrooms into the second floor interior hallway. Keep classroom doors closed and stay away from doors and windows.

Town Engineering Third Floor Occupants

Proceed to an interior office or hallway, or to the second floor hallway. Close all office doors when leaving an exterior office. Keep away from doors and windows.

Town Engineering Fourth Floor Occupants

Proceed to an interior office or hallway on the second or third floors. Keep away from doors and windows. **There are no safe areas on the fourth floor during a tornado.**

3. When the weather coordinators hear on their weather radios that the immediate tornado danger is over, they will announce that the immediate danger is over and they can return to their office. **But everyone should remember to remain on high alert because more severe weather could redevelop within the storm system!**