

# EMERGENCY PLAN

STAY CALM

Muckleshoot Tribal College  
39811 Auburn Enumclaw Road SE  
Auburn, WA 98092  
\* One driveway south of the Pentecostal Church

## WHAT KIND OF EMERGENCY?

STOP  
DROP  
COVER



### FIRE or EARTHQUAKE

If there is evidence of a fire, pull the fire alarm and calmly follow the evacuation procedure. In the case of Earthquake, DROP, COVER, and HOLD until initial shock ends.



### INTRUDER

If there is an intruder in the building or a threat to safety exists within the building, calmly initiate lockdown procedure.

## EVACUATION

Dial **\*575** for PA access.  
Call **911** for emergency services.



*If you hear the fire alarm or receive notification of earthquake or volcano, follow this procedure:*

Secure your own safety.

Assist any person in danger to safety if it can be accomplished without risk to your personal safety.

Close the doors and windows as the last person leaves the room or area.

Proceed the *primary evacuation point* in the rear of the parking lot with attendance sheets. (See Map)

Never reenter the building without permission from the MTC Administrator or fire department.

## LOCKDOWN



Dial **\*575** for PA access.  
Call **911** for emergency services.

*If you hear the designated warning over the MTC Public Announcement follow this procedure:*

Enter the nearest room and lock doors.

If necessary, use \*575 from any MTC phone to access the PA system and warn the building.

Remain in the classrooms and containment areas until notified. Bath rooms are not available during this time.

Do not dismiss anyone from your area or from the building until instructed to do so by the MTC Administrator- even if the class/day is over.

### NON EMERGENCY CONTACTS

Muckleshoot Security: 253.261.7707  
King County Sheriff: 253.876.3246  
Poison Control: 800.222.1222