



EMERGENCY EVACUATION PLANS AND PROCEDURES Kent, WA

EVACUATION EMERGENCY:

In the event of a **fire** or other **emergency evacuation** situation, the fire alarm will sound. When the fire alarm is sounded, employees must leave the building by the nearest marked exit. After exiting the building, employees should go directly to the designated evacuation sites found in the attached Plans.

- **Warehouse employees** are to exit by the nearest marked exit and circle the building at a distance of 50 feet from the building to the East corner. If using mobile equipment at the time the alarm sounds employees should proceed on the equipment to the nearest marked exit and park. Do not block the exit.
- **Office employees** are to exit by the nearest marked exit and proceed to the East corner.

WEATHER EMERGENCY:

In the event of a tornado, earthquake or other weather emergency, all employees are to report **immediately** to the designated cover area following three blasts from an air horn. See attached Plan for cover areas.

In the event of an emergency, Samantha White will oversee the shutdown of critical operations as needed.

The following employees have volunteered as “first responders” for medical emergencies that occur at work. They have been trained in First Aid, CPR, and AED. Employees marked with an asterisk (*) are expected to bring an emergency kit containing an employee list with them when they are exiting the building and must report to their assigned evacuation areas.

Kent, WA	
Name	Work Location/Department
Samantha White	Distribution Center Manager
Marissa Lenton *	Office Manager

Executive Team or Human Resources will determine when it is safe to return to work and inform the employees at each evacuation site or cover area.

EMERGENCY EVACUATION PLAN

NORTH



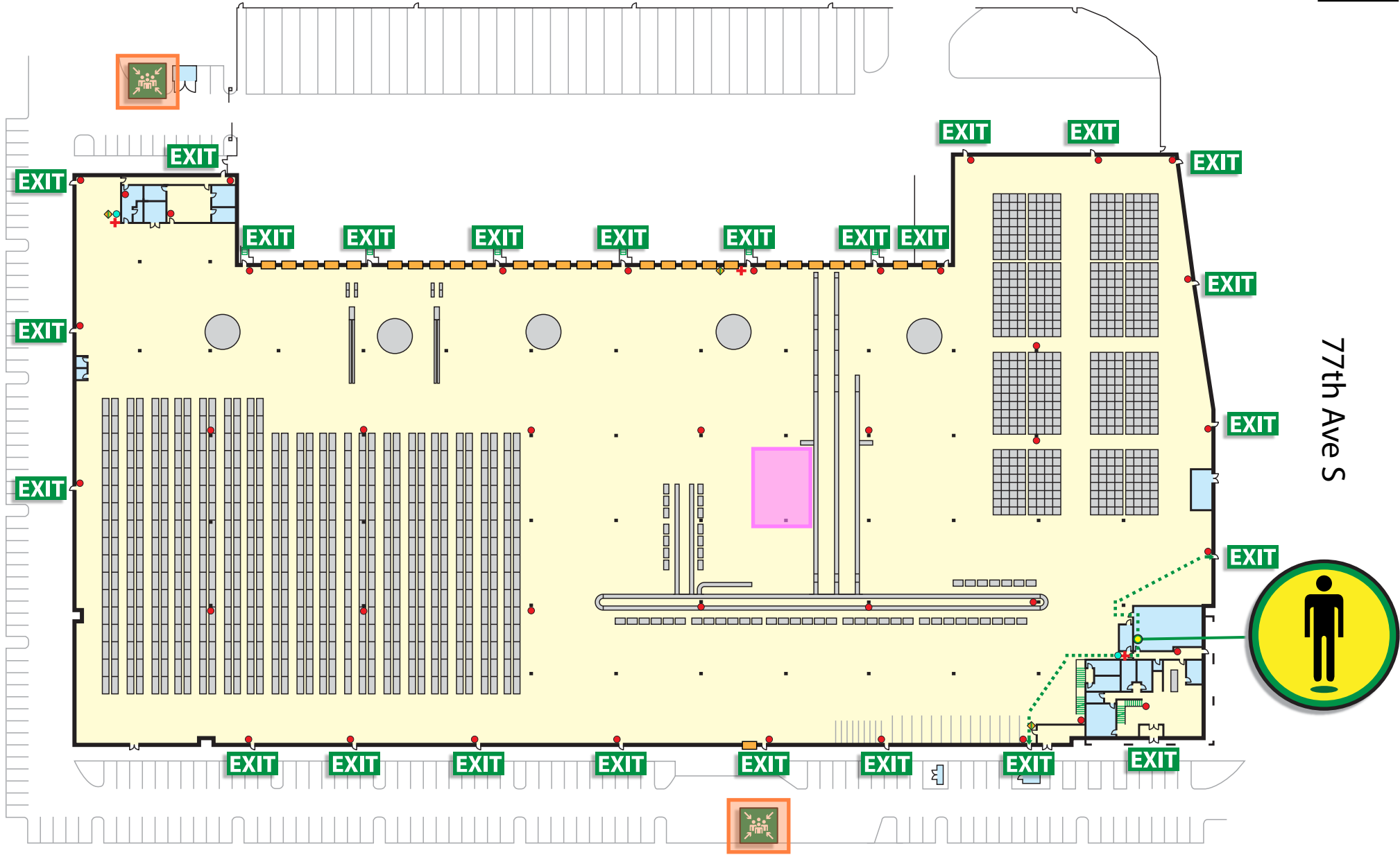
20231 77th Ave S, Kent, WA 98032
S 202nd St

FLOOR

1

Legend:

- YOU ARE HERE
- STAIRS
- EMERGENCY EXIT
- EXIT ROUTE
- AUTOMATED EXTERNAL DEFIBRILLATOR
- FIRST AID KIT
- FIRE EXTINGUISHER
- EYE WASH STATION
- RALLY POINT
- OVERHEAD DOORS
- STORM SHELTER AREA



EMERGENCY TELEPHONE NUMBER: 911

IN CASE OF EMERGENCY,
PROCEED TO THE NEAREST EXIT.

Alarm **will sound** and looks like **flashing lights**.

PERSONS WITH DISABILITIES

SHALL DIAL 911, REPORT THEIR LOCATION, PROCEED TO
THE NEAREST EXIT AND AWAIT ASSISTANCE IF NEEDED.