

AUDEN LIVING
EMERGENCY
ACTION PLAN
2021



TABLE OF CONTENTS

03	PURPOSE OF THE EMERGENCY ACTION PLAN	11	NUCLEAR THREAT
04	SPECIFIC EMERGENCY PROCEDURES	12	CYBERATTACK
05	FIRE	13	PANDEMIC
06	NATURAL DISASTERS TORNADO 7 EARTHQUAKE 7 FLOOD 7 HURRICANE 8 BLIZZARD 8	14	SHELTER IN PLACE
08	BOMB THREAT	15	CONCLUSION
09	ASSAULT		
10	ACTIVE SHOOTER		

PURPOSE

Auden Living is committed to providing safe and healthy living communities for all its residents, staff and visitors. Emergency situations escalate concern for the safe and rapid evacuation of residents from either the area involved or an entire building. Government resources alone cannot meet all the needs of those affected by bomb threats, natural disasters and other catastrophic events. The Auden Living Emergency Action Plan Manual is intended to give structure for how the Auden community should work together in its response efforts to emergency situations. Our objective is to prevent injury and harm to both our residential community and property.

SPECIFIC EMERGENCY PROCEDURES

Auden Living is committed to providing safe and healthy living communities for all its residents, staff and visitors. Emergency situations escalate concern for the safe and rapid evacuation of residents from either the area involved or an entire building. Government resources alone cannot meet all the needs of those affected by bomb threats, natural disasters and other catastrophic events. The Auden Living Emergency Action Plan Manual is intended to give structure for how the Auden community should work together in its response efforts to emergency situations. Our objective is to prevent injury and harm to both our residential community and property.

FIRE

If You Discover a Fire:

- Activate the fire alarm
- Evacuate the building
- When it is safe to do so, call 911
- Once Outside, stay clear of emergency vehicles and personnel
- DO NOT go back into the building for any reason until the fire department or Auden Living management declare it is safe to do so

If You Cannot Evacuate:

- Close all doors between you and the fire and/or smoke
- Seal door cracks and cover vents with towels, wet rags etc. to keep out smoke
- Call 911 and provide the telepatcher with your location
- Keep an open connection to the 911 operator or emergency services phone line
- Signal firefighters from a window if possible

If Your Clothes Catch Fire:

- Stop where you are
- Drop to the ground and cover your face with your hands
- Roll back and forth to smother the flames

NATURAL DISASTERS

Tornado:

In the Event of a Tornado:

- Seek indoor shelter
- Stay away from outside walls and windows
- Use arms to protect the head and neck
- Remain calm and assess available communications
- Remain sheltered until the tornado threat is announced to be over

Earthquake:

In the Event of an Earthquake:

- Drop down to the floor
- Take cover under a sturdy desk, table, or other furniture.
- If cover is not possible, seek cover against an interior wall
- Keep away from hanging objects, windows, mirrors, and electrical power
- Once the shaking has stopped and it is safe to move, evacuate the building as quickly as possible

Flood:

In the Event of a Flood:

If indoors:

- Be ready to evacuate as directed by Auden Living management or Emergency Services

If outdoors:

- Climb to high ground and stay there
- Avoid walking or driving through flood water
- If your car stalls, abandon it immediately and climb to a higher ground

Hurricane:

In the Event of a Hurricane:

- Remain indoors
- Move away from windows
- Stay calm and await instructions from Auden Living management or Emergency Services
- Remain inside the building until the storm passes or until otherwise directed by Auden Living Management or Emergency Services

Blizzard:

In the Event of a Blizzard:

- Remain indoors
- Move away from windows, doors, exterior walls, hallways, and open areas
- Stay calm and await instructions from the Auden Living management or Emergency Services
- Remain inside the building until the storm passes or until otherwise directed by Auden Living Management or Emergency Services

Following a Natural Disaster:

- If the building has suffered structural damage, evacuate immediately
- If you cannot evacuate or are trapped, call 911
- Follow directions of Auden Living Management and Emergency Responders
- Stay clear of damaged areas
- Beware of fallen debris, exposed electrical lines, downed power lines, and gas leaks

BOMB THREAT

If you observe a suspicious object or potential bomb:

- DO NOT HANDLE THE OBJECT
- Evacuate the area and immediately notify Auden Living Management and Emergency Services

If you receive a Bomb Threat on a Phone Call:

- have a roommate or friend call 911, while continuing to speak with the caller
- Ask the following questions:
 1. When is the bomb going to explode?
 2. Where is the bomb located?
 3. What kind of bomb is it?
 4. What does the bomb look like?
 5. What will cause the bomb to go off?
- Take notes of everything that is said on the call and any observations you might have noticed (voice characteristics, background noise, etc) and call 911 with your findings immediately

ASSAULT

In the Event of an Assault:

- Call 911 from any available cell phone
- If the suspected assailant is still in the area, get a physical description and provide it to the police
 - o Race
 - o Sex
 - o Height
 - o Weight
 - o Hair color
 - o Identifying marks such as tattoos or scars
 - o Top clothing (jacket and/or shirt)
 - o Bottom clothing (pants, shorts, shoes, etc.)
- Do NOT attempt to detain the suspected assailant
- Take the victim to a quiet area and ask him/her to remain until the arrival of Police

ACTIVE SHOOTER

If you witness an active shooter/hostile intruder incident on Auden Living property:

- Run
 - ORun away from the threat as fast as you can
 - ODo not stop and gather personal belongings
 - OWarn others but do not wait for them. Call 911 when it is safe to do so
- Hide
 - OlIf evacuation is not possible, proceed to a location that can be locked or barricaded
 - OBlock or obstruct the door if it cannot be locked
 - OTurn lights off and eliminate any sources of sound including cell phones
- Fight
 - OAs a last resort, use any available means within reach that can be used as a weapon and position yourself for attack

NUCLEAR THREATS

In the Event of a Nuclear Threat or Explosion:

- Seek immediate shelter to avoid radiation
- Remove any contaminated clothing and wipe off or wash unprotected skin
- Stay put in shelter for 24-48 hours
- Wait for Auden Living Management or Emergency Services to announce its safe to leave shelter

CYBERATTACK

In the Event of a Cyberattack:

- Immediately change passwords for all of your online accounts
- Scan and clean your device
- Contact banks, credit card companies and all other financial accounts
- Close any unauthorized credit or place holds on accounts that have been infiltrated
- Run a scan to make sure your system is not infected
- Notify Auden Living Management

PANDEMIC

In the Event of a Pandemic:

- Avoid close contact with people who are sick
- Immediately notify Auden Living Management if you are sick or possibly contagious
- If you are sick, keep your distance from others to protect them from getting sick
- Cover your mouth and nose with a tissue when coughing or sneezing
- Wash your hands often to protect from germs
- Avoid touching your eyes, nose and mouth
- Follow all guidelines provided by Auden Living Management and reliable government resources

SHELTER- IN-PLACE

In the Event that a Shelter-In-Place Command Be Given:

- Stay inside the building
- If you are outdoors, proceed to the nearest accessible building.
- Terminate any classes, athletic activities, work/business operations
- For severe weather emergencies, move to areas away from glass windows, shelving, and any other unsecured equipment that could become dislodged, and take refuge in supported building archways, or under desks/chairs
- For environmental emergencies, close windows and terminate any source of fresh-air ventilation to the greatest extent that you can
- For high severity law enforcement emergencies (active shooters/hostile intruders), secure yourself/others to the greatest extent possible, or RUN, HIDE, FIGHT in a "shots fired" active shooter situation
- Be prepared to go to more secure locations as directed by Auden Living Management or Emergency personnel, and do not leave the building or secured area until and unless told to do so

CONCLUSION

The Auden Living Emergency Action Plan establishes guidelines for all reasonably foreseeable emergencies within the Auden Living community. As each emergency situation involves unique circumstances, the guidelines provide general guidance only. Observant actions based on situational assessment are always required in emergency situations. It is important to always Call for Emergency Help when there is a threat to life, safety, health or property. We hope that this manual has been helpful in facilitating and organizing necessary procedures to take in the event of an emergency.