Your staging area is located in Lot 60. (Please note: This photo does not reflect recent site improvements that have been performed in the Lot 60 area. Your staging area is in the parking lot, beyond the handicapped parking area, which is not visible in this photo.)

To help fire, police, and EMS respond to an emergency situation, please ensure that the street and areas immediately surrounding the building are clear of campus community members. This includes the bus stop along the side of the building, across from the main Ward Trucking warehouse.

In the event of an emergency requiring an evacuation, exit the building (next page), and then proceed to your staging area. Notify campus police at 973-655-5222 of the emergency, once you have reached your staging area; provide them with as much information as you can.

Upon a building evacuation, no personnel will be permitted to reenter the building without the permission of the University Police or fire service personnel.
Prior to a fire:
Know at least two ways out of your work area.

In the event of a fire:
Immediately proceed to your nearest exit, yell “fire,” leave the building, and proceed to your staging area.
If your primary exit is blocked by smoke or flames, proceed to your secondary exit.
Notify the University Police Department at 973-655-5222.

In the event of an alarm (a bell continuously ringing, sounding from the building’s exterior):
Immediately proceed to your nearest exit and leave the building.
If that exit is blocked by smoke or flames, proceed to your secondary exit.
Notify the University Police Department at 973-655-5222.