

SEVERE WEATHER OR TORNADO

The building office is kept advised of impending threatening weather, using a weather band radio which is equipped with a special audio alarm.

- I. During a Severe Weather watch no action is taken.
- II. During a Tornado Warning civil defense sirens will sound. The alarm warning on the weather band radio is sounded, as well as voice notification.

An announcement will be made on the building speaker system that a tornado warning for the downtown area has been issued and advise as follows.

1. Immediately move away from all windows.
2. Vacate the floors through usage of stairwells.
3. Move to basement area (east stairwell) If full, remain in stairwell.
4. If unable to reach stairwell, move to the interior portion of the floor, preferably the restroom area.

· **Severe Weather to Tornado**