

EMERGENCY EVACUATION PROCEDURES

2 PEACHTREE STREET

EVACUATION RESPONSIBILITIES:

1. Know the PRIMARY evacuation route.
2. Know the ALTERNATE evacuation route.
3. Know the designated assembly areas.
4. REMAIN CALM!
5. PRACTICE!

ALARM SYSTEM OPERATION AT 2 PEACHTREE

The alarm can be initiated manually by pulling the handle on any of the fire alarm boxes located throughout the building. The mechanical and safety systems in the building also include various sensors for smoke, heat, airflow, and water pressure. If a critical change is noted by one of these sensors, even though there's no apparent fire, an audible "fire alarm" will automatically sound in the affected area, along with an automated announcement directing occupants of that area to evacuate. For the hearing impaired, bright strobe lights begin flashing. An alarm status appears on control consoles, both in the Two Peachtree Building and at the central Capitol Police dispatch location. Until a physical inspection is made to ensure that the area is safe, and an "all clear" announcement is made, people may not reenter the affected area. **Note: The alarm system will be used to initiate ALL evacuations, not just those for fires.**

ALARMS ON YOUR FLOOR

- Evacuate immediately via the nearest stairwell. All alarms are to be considered "real."
- Report directly to the designated assembly area.

ALARMS NOT ON YOUR FLOOR

- Do not evacuate.
- Monitor for further instructions.
- If uncomfortable and you want to evacuate—use the stairs only. **Be aware that you may be placing yourself in a more dangerous situation if you elect to evacuate when the alarm is not sounding on your floor.**

GENERAL

- Do not use the elevators if you are evacuating.
- Always follow directions of emergency floor coordinators, security, police, or fire personnel.
- Close, but do not lock, doors behind you as you leave.
- Doors should be touched prior to being opened. A hot door indicates fire on the opposite side, and the door should not be opened.
- Stairwell doors should be kept closed except when people are moving through them. Holding doors open will cause smoke to be drawn into the stairwell.
- If smoke is encountered, breathe through a handkerchief or piece of clothing to reduce smoke inhalation. Because smoke is normally hotter than the ambient air, it will rise and the cooler, cleaner air will be near the floor. When trying to escape a hot or smoke-filled room, crawl on your hands and knees.
- Move away from the building to the assembly area and remain there until an "all clear" is announced.
- Do not call security to ask if you need to evacuate or if you can return to the building.
- Only pull the alarm box if actual fire and/or smoke are observed.
- Capitol Police emergency number is: **404-624-7281**. (Use to report any emergency situations.)

EMERGENCY EVACUATION ASSEMBLY AREAS

2 PEACHTREE STREET

Evacuation assembly areas may be outside the building in a primary or alternate location, or inside the building. It will depend on the nature of the emergency that prompts the evacuation and the conditions present along the route. **Note: Unless directed otherwise, individuals should always proceed to the primary assembly area.**

EXITING THE BUILDING

The primary evacuation routing out of the 2 Peachtree building will be via the North and South stairwells and on to Lower Wall Street. The North Stairwell exits the building via a corridor on the Basement level and outside the East end of the building under Peachtree Street. The South Stairwell exits the building via a corridor on the SubBasement-1 level and outside the South side of the building under the retail shops at the 5 Points MARTA station.

PRIMARY ASSEMBLY AREA

The primary evacuation assembly area is Centennial Olympic Park. Exit the building and proceed right (generally West, toward the CNN Building) on Lower Wall Street to Fairlie Street. Proceed right on Fairlie Street to Marietta Street. Turn left onto Marietta Street, continuing on to Centennial Park. DHS personnel should gather on the large plaza near the Olympic Ring Fountains. Floor Coordinators will gather employees by floor.

SECONDARY ASSEMBLY AREA

The alternate evacuation assembly area is the Steve Polk Plaza, located at the intersection of Central Avenue and Martin Luther King Jr. Drive (MLK), near the old World of Coca Cola. Exit the building and proceed left (generally East) on Lower Wall Street to Kimball Way. Proceed left on Kimball Way to Decatur Street. Proceed right on Decatur to Central Avenue. Turn right on Central Avenue. The Steve Polk Plaza can be entered via stairs on the left side of Central Avenue just past the 90 Central parking facility. Additionally the plaza can be accessed by continuing on Central Avenue, turning left on MLK Drive and entering through one of several access points.

ASSEMBLY IN THE BUILDING

Assembling inside the building may be advisable in certain circumstances. Examples include severe weather threats that mandate moving away from workspaces exposed to exterior windows and when dangerous localized conditions require vacating a portion of the building when there is no perceived threat that the danger will spread to other areas. Always follow the direction of your emergency floor coordinators, security personnel, police, or fire fighters.

#2 P'TREE 2ND SUB-BASEMENT EVAC PLAN

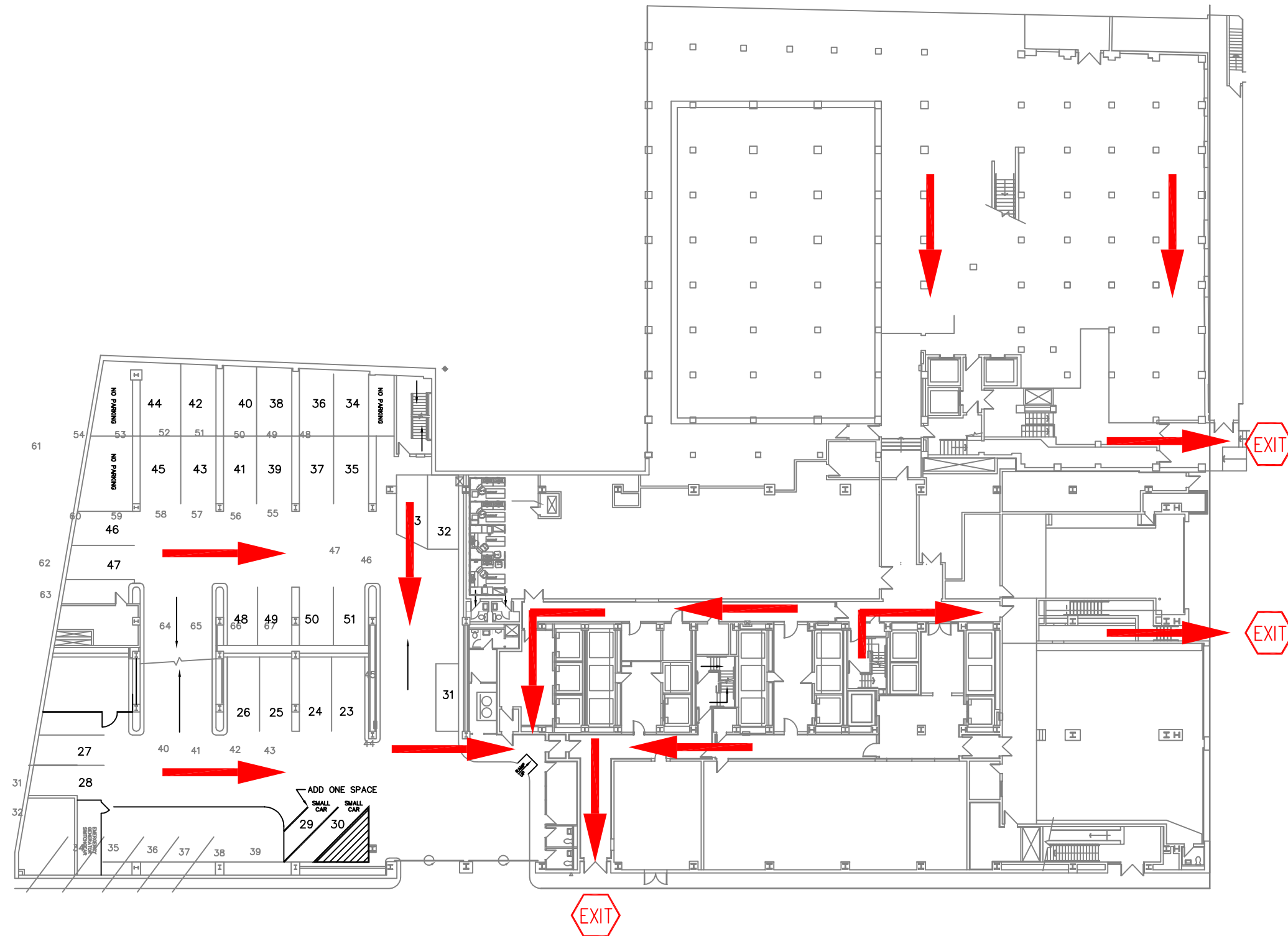
PRESENT LOCATION

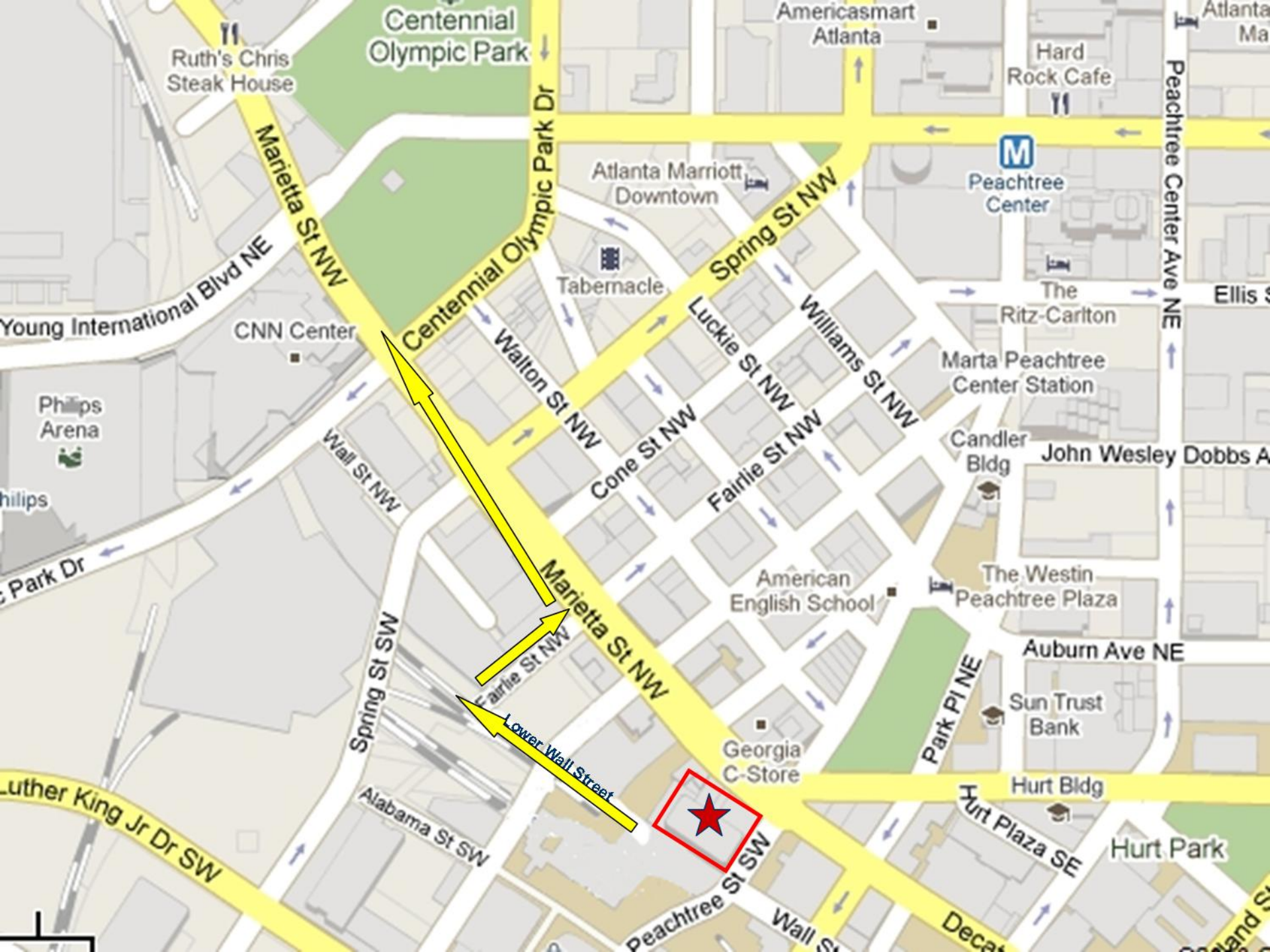


STAIRWAY EXITS



EVACUATION ROUTES





2 Peachtree Evacuation Assembly Areas ***Centennial Olympic Park***

