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OGEMAW COUNTY BUILDING EMERGENCY PROCEDURES

**EMERGENCY EVACUATION PLAN**

IN THE EVENT OF A FIRE OR AN EMERGENCY EVACUATION OF THE COUNTY BUILDING, THE FOLLOWING PROCEDURES SHOULD BE FOLLOWED.

FROM YOUR LOCATION, MOVE QUICKLY AND QUIETLY TO THE NEAREST BUILDING EXIT.

ONCE YOU HAVE EXITED THE BUILDING MOVE TO THE GRASS AREA IN FRONT OF THE SHERIFFS OFFICE.

REPORTING TO THIS PREDESIGNATED AREA IS VERY IMPORTANT. DEPARTMENT HEADS CAN MAKE SURE THAT ALL PERSONNEL ARE ACCOUNTED FOR IF EVERYONE REPORTS TO THE PREDESIGNATED AREA. REMAIN AT THE PREDESIGNATED AREA UNTIL YOU ARE RELEASED BY YOUR DEPARTMENT HEAD OR THE PERSON IN CHARGE (PIC).

LOOK AT THE ABOVE FLOOR PLAN OF THE BUILDING, LOCATE YOUR OFFICE OR WORKSPACE AND THEN FIND THE NEAREST EXIT.