

MEETINGHOUSE APARTMENTS & TOWNHOUSES
SHELTER IN PLACE EMERGENCY PLAN

1. Goes into effect when notification is issued by local, state, or federal officials that an outdoor hazardous materials or biological emergency exists.
2. Residents should register with READY Notify PA (www.readynotifyPA.org). This will be the primary source of notification for a Shelter in Place.
3. Suitable pre-determined shelter rooms: available areas with the fewest windows, vents, and doors. Residents are required to provide for their own shelter room within their own apartment. For instance, the bathroom would be a safe location away from windows, but other areas may also be suitable. Use your best judgment according to the situation.
4. Shelter areas should contain running and/or bottled water, battery operated radio, duct tape, flashlight, extra batteries, first aid kit, and toilet facilities or accommodations.
5. Once notified through READY Notify PA to Shelter in Place:
DO NOT LEAVE THE BUILDING. All doors and windows are to be shut.
6. If applicable, all air handling equipment (heating, ventilation, and air conditioning systems should be shut down. (NOT NECESSARY DURING ANNUAL DRILL)
7. If possible, seal all doors, vents, and windows with tape.
8. Tune radio to channel 1060 AM (KYW) for information.
9. AFTER ALL CLEAR IS ANNOUNCED: Residents should open all windows and doors, and turn on heating and air conditioning systems to exhaust any contaminants that have infiltrated the building. At that time you may exit the building. (NOT NECESSARY DURING ANNUAL DRILL)

COPY TO BE GIVEN TO ALL EMPLOYEES AND RESIDENTS
SHELTER IN PLACE DRILL - ONCE ANNUALLY

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