

# Collaborative Healthcare Urgency Group

A.R.M.E.D. TIP SHEETS

Vol. 1 Edition 5

## Tips for Businesses

### What you should do:

Business owners, building owners and tenants should frequently review, revise and exercise their emergency plans and their evacuation procedures.

Maintain, in your business as well as your home, an Emergency Supply Kit containing not only survival items, such as water, non-perishable food, a flashlight, and special medications, but also items that will provide comfort if you are evacuated, including comfortable shoes and a first-aid kit.

Regardless of the type of emergency, it is most critical to keep a battery-powered radio or television. Instructions and information will be provided by local, state or federal authorities most often through the media.

If specific threats are received, the appropriate facilities will be contacted as necessary to alert them to additional security provisions that are being made or should be taken.

In addition, during any major emergency where the State's Emergency Operations Center is activated, the Office of Emergency Management will keep building owners and realtor associations informed, as much as possible, of the coordination of emergency services as it relates to building owners and their tenants.

### Evacuation vs. Shelter-in-Place

It is important to remember that you may not always evacuate during a major emergency or attack, as leaving the building may put you and your employees at greater risk. In these situations, you may be advised to shelter-in-place.

Shelter-in-place means to stay indoors, whether in your home, school, business or public buildings. It may also include additional precautions such as turning off fans, air conditioning and forced air heating systems.

Shelter-in-place may be used when there is little time to react to an incident and it would be more dangerous to be outside trying to evacuate than it would be to stay where you are. This method may also be recommended in the event of a chemical or biological attack.

In most cases, sheltering-in-place will not continue for more than a few hours. Most chemical or biological agents, if released into the air, will dissipate in a short period of time. However, if there is reason to continue shelter-in-place for a substantial period of time.

