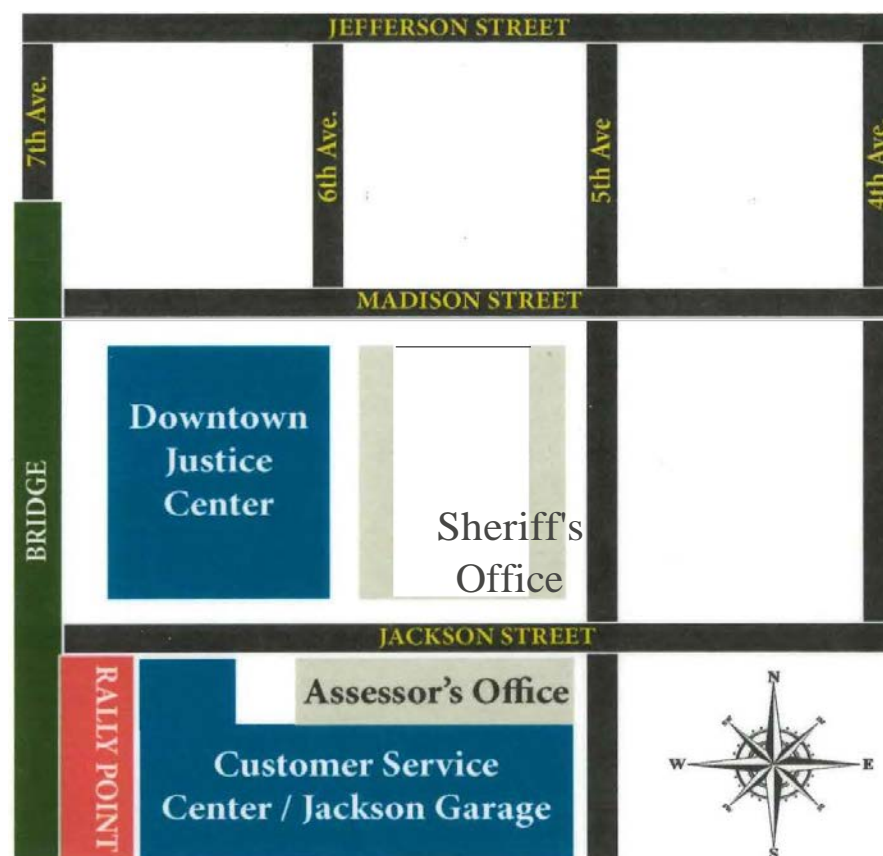


EVACUATION PLAN FOR DOWNTOWN JUSTICE CENTER

The evacuation plan for the Downtown Justice Center is as follows:

- 1) All staff will follow the prescribed evacuation plan and the instructions of the EET member (floor wardens), security, and emergency personnel during evacuation.
- 2) **Primary exit route is the East stairwell (by the elevators); alternate exit route is the South stairwell (head west, take a left at Suite 3077 and head south).**
- 3) Rally point is the West side of 601 West Jackson - this is the sidewalk along the West of the Customer Service Center/Jackson Garage.



EVACUATION TEAM - DOWNTOWN JUSTICE CENTER, CLERK OF THE COURT, 3RD FLOOR

With the increase in telecommuting, it is possible that a designated Emergency Evacuation Team (EET) member from your work area may not be present in the office during a worksite evacuation. If a trained EET member is not present during an alarm, on-site managers and senior staff in the office should quickly designate temporary EETs to sweep the office space/floor and ensure all persons in the area have evacuated safely. Most imperative is that the EET member inform Security of the location of any persons remaining on the floor.