

XI. EARTHQUAKES

Earthquakes can be the deadliest and most damaging emergencies that occur without warning. Being trained and prepared will eliminate the potential of panic. In the event of an earthquake the following procedures are recommended.

- Calmly proceed to the nearest doorway or entrance. The structure surrounding the door will be stronger than the ceiling or roof.
- Instruct all store personnel and customers to kneel on the ground, covering their heads with their arms or other type of object that could block falling debris. If a desk or other heavy piece of furniture is nearby, crawling under it may aid in preventing injury due to falling debris.
- Shut off all main electric (main breaker) and gas feeds until the earthquake is over. Carefully remove any debris around individuals, being sure not to touch anything that may have electric current being fed to it. This would include lamps and telephones.
- After-shocks may occur for several hours following the earthquake, while they are rarely as severe as the actual earthquake. After-shocks, however, can also potentially cause damage.

EARTHQUAKE SAFETY TIPS

- Train all employees to keep store trash, fixtures, boxes, etc. away from exit doors, exit corridors and stairwells.
- Do not call Mall Management for storm updates. It is imperative that the phone lines be kept open in order to communicate with local authorities if necessary.
- DO NOT USE ELEVATORS due to the potential for power loss.
- DO NOT STAND by windows or glass doors due to the potential of breaking glass.
- After evacuating, report directly to your designated area. Do not stand near the building after existing, as there may be falling debris.
- Each store should have emergency equipment such as a flashlight with extra batteries and bulb to utilize during the event of a power outage. All store employees should be advised as to where emergency equipment is located.
- In the event Mall Management requires an evacuation of the building, refer to the Occupant's Evacuation Procedures, Section III of this Manual.