

Emergency Action Plan for:

< Dealership Name >

< Street Address >

< City, State, Zip >

- In the event of emergency, employees are alerted by **< enter method used – Mechanical, Air Horn, Whistle, PA System, Voice, etc >**.
- In the event of fire or other emergency, ALL employees and customers shall evacuate immediately by means of the **nearest** available marked exit.
- Employees **< are/ are not >** authorized to use any portable fire extinguisher that may be present to fight incipient stage fires. Evacuate immediately, then call 911.
- Critical operations shutdown procedures are not required, because no employees are authorized to delay evacuation for this purpose.
- No employees are assigned to perform medical or rescue duties during emergency evacuation situations.
- Employees and customers are to gather by **< enter Evacuation Assembly Point >**.
- After an emergency evacuation, the procedure for accounting for all employees is: **< enter dealer specific procedure for accounting >** (Note: Individual accountability for plan execution should be assigned by Job Title(s) – Names should not be used.)

Insert Map indicating Evacuation Reassembly Point: