

Museum Emergency Evacuation Procedures

Dear Staff and Visitors,

In the event of an emergency, your safety is our top priority. Please familiarize yourself with the following evacuation procedures for the museum:

1. Evacuation Routes

All visitors should locate the nearest exit. Please refer to the evacuation maps posted throughout the museum.

2. Assembly Points

After evacuating the building, please proceed to the designated assembly points located at:

- The parking lot near the main entrance
- The garden area behind the museum

3. Special Needs Assistance

If you require assistance, please notify a staff member immediately. They are trained to provide support for individuals with disabilities.

4. Emergency Contact Information

For emergencies, please dial 911. Additionally, the museum's emergency hotline is available at (555) 123-4567.

5. Drills and Training

Regular evacuation drills will be conducted to ensure everyone is familiar with the procedures. Please participate attentively.

Thank you for your cooperation and understanding. Stay safe!

Sincerely,

The Museum Management Team