



570 LEXINGTON AVENUE FIRE SAFETY & EVACUATION

PROCEDURES FOR THE PA PROGRAM



BUILDING ADDRESS:

570 Lexington Avenue,
New York, NY 10022



FLOOR WARDEN:

Program Manager



DEPUTY FLOOR WARDEN:

Administrative Specialist to the Program Director



SEARCHERS:

Program Faculty



FIRE ALARM SYSTEM:

The building is equipped with a fire alarm system featuring two-way voice communication. Follow all announcements and instructions provided over the system.



IF YOUR FLOOR IS INSTRUCTED TO EVACUATE:

- Proceed to the **9th** or **10th** floor elevator lobby.
- **Do not use elevators** unless specifically instructed by emergency personnel.
- **During normal business hours:**
Your Floor Warden will provide evacuation instructions based on information from the Fire Command Center.
- **After hours:**
If a Floor Warden is not on site, remain near the elevator lobby and listen for voice announcements and instructions from the Fire Command Center.
- If you do not hear any announcements, use the emergency phone located by the elevators to contact the Fire Command Center or building personnel at **(212) 583-0474** for further instructions.



EVACUATION ROUTES



If you are directed to evacuate, use the designated stairwell assigned to your location:



Stairwell A:

Exits to East 51st Street



Stairwell B:

Exits to the building lobby

Always follow directions from the Fire Director, Floor Warden, building management, or emergency responders. If evacuation indicated, proceed directly to the primary assembly for check-in.



PRIMARY ASSEMBLY LOCATION:



Street level in front of
575 Lexington Avenue



SECONDARY ASSEMBLY LOCATION:



Education Center
1300 York Avenue



IMPORTANT

If the primary assembly location at 575 Lexington Avenue must also be evacuated, all personnel must relocate to the Education Center at 1300 York Avenue. Reporting to the secondary location is essential so that an accurate headcount can be completed and everyone can be accounted for.



BE ALERT. BE PREPARED. BE SAFE. THANK YOU! ❤️

