

Not Every Emergency Means Leaving the Building:

Understanding “In-Building Relocation”

What Is an In-Building Relocation?

Sometimes, the safest place during an emergency is another location inside the building, not outside. This is called an In-Building Relocation. Occupants are directed to move away from the affected area to a designated safe location within the building until it is safe to return or further instructions are given.

An In-Building Relocation announcement may be used for situations such as:

- Fire or smoke affecting one floor or area.
- A water leak or burst pipe.
- An electrical problem in part of the building.
- Damage that makes one area of the building unsafe.

Every situation is different, and the response will depend on the specific emergency.

What Should You Do?

If you hear an In-Building Relocation announcement:

1. Stay calm.
2. Listen carefully for instructions.
3. Move to the designated safe location.
4. Remain there until further instructions are given.

Your building's Fire & Life Safety Director will announce the activated Emergency Action Plan and provide instructions through the building's Public Address (PA) System.

Every floor is assigned a trained Fire & Life Safety Team to assist occupants and provide guidance during an emergency.

Why Is In-Building Relocation Used?

Not every emergency requires a full building evacuation. Sometimes, relocating to another safe area inside the building provides the greatest level of protection.

The goal is always the same: keep everyone as safe as possible.

Questions?

For questions about your building's Emergency Action Plan or Fire & Life Safety procedures, contact your building's Fire & Life Safety Director.

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Post Until 9/30/26

