



TORNADO SHELTER CHECKLIST

BLDG #_ROOM #

HIGHEST RANKING INDIVIDUAL ASSUMES COMMAND

- The siren (steady tone) will sound during a tornado warning. Take cover in tornado shelter. Giant Voice will transmit "TORNADO SPOTTED, TAKE COVER IMMEDIATELY"
- Highest ranking member obtain info on people in shelter
 - a. Write members name/rank/unit/physical condition
- Listen for the giant voice, TV and/or radio for "TORNADO CLEAR, PERSONNEL REMAIN INDOORS" (Tornado Clear is not a release)
- Listen for the giant voice, TV and/or radio for "ALL CLEAR, PERSONNEL ARE RELEASED TO RETURN TO NORMAL DUTY"
- Dial 911 for life-threatening emergencies
- Call the UCC at **759-_____**, If UCC is unavailable, contact the GCC at **759-_____**. Report the following info:
 - a. Your name and shelter location (bldg X/room X)
 - b. Telephone number where you can be reached
 - c. Report members' name/rank/unit/physical condition
 - d. Any obvious facility damage
 - e. Remain indoors until released by UCC
 - f. Request further guidance from UCC

Contact your unit Emergency Management Representative for more information