

Fairbanks Regional Office Building Safety Procedures

**COMMON AREA: PERSON RESPONSIBLE**

Offices and Waiting area in NW end of Building	Public Assistance
Clear area; Tape off main entrance, including steps and handicap access	Public Assistance
Clear public area in NE end of building (main doors nearest Cushman Street)	DOL Work Services
Tape off main entrance, including steps and handicap access	DOL/ Workforce & Development
Clear stairwell to loading dock and service entrance from loading dock	Governor's Office
Parking Garage Check	Maintenance
Check and clear men's restroom upstairs	Unemployment
Check and clear ladies restroom upstairs	Unemployment
Clear middle stairwell upstairs	Unemployment
Check and clear men's restroom downstairs	DOL/ Workforce and Development (Resource Room)
Check and clear ladies restroom downstairs	DOL/ Workforce and Development (Resource Room)
Clear halls	Security Guard
Tape off the center entrances to the building	Security Guard
Move public 50 feet away from building: crowd control	Security Guard
Tape off underground parking ramp entrance	Public Assistance