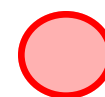


1515 WYNKOOP EMERGENCY EVACUATION PROCEDURES



Safe Refuge Assembly Areas



Hines Representative Locations

In Case of Emergency Evacuation Tenant Fire Wardens should:

1. Alert others calmly but firmly to evacuate.
2. Direct people away from the danger area.
3. Close as many doors as possible (do not lock)
4. Evacuate immediately, Call 911
5. Move quickly to the safest exterior safe refuge area. Stairwells are designated safe areas for individuals unable to use the stairs.
6. Any individuals left inside should be reported *immediately*. When all employees are accounted for report status to Hines Representative.

Time is of the essence in any building evacuation. Please be sure to clearly communicate to your employees an escape route and meeting location ahead of time.

For quick identification, Fire Wardens are asked to wear the **yellow** vest at all times during evacuation. All members of the Hines team will be wearing **orange** vests.