



## **EMERGENCY WARDENS**

### **SPECIFIC RESPONSIBILITIES :**

1. Lead and/or assist your company's employees from the work area when evacuation alarm is sounded
2. Provide necessary assistance to any employee or visitor with disabilities
3. Escort employees or visitor to your designated areas of assembly (your pole #)
4. Account for employees or visitors at the designated areas of assembly
5. Notify Building Management of **ANY** employees or visitors that are not accounted for at the assembly area
6. Provide control of employees or visitors at the assembly area
7. Tenant is to maintain in the leased premises an emergency weather radio for early notification of severe weather by the National Weather Service.

**Please visit [www.carterusa.com/southbridge](http://www.carterusa.com/southbridge) for more ongoing information**