



# Emergency Procedures

**Tornado:** Listen for the emergency alert siren. Move all visitors to a safe place and advise them not to leave until an all clear is given from the National Museum of Transportation Site Supervisor. Safe places nearby include: Restrooms in The Orthwein Center; restrooms in The Earl C. Lindburg Automobile Building and restroom hallway; restrooms in the trolley loop. Sit on the floor and cover your heads.

**Earthquake:** If you are outside, move to an open area away from power lines and structures. Drop and cover. If inside, duck under a sturdy table or brace yourself in an interior doorway. Cover your head, neck and face. Stay put until shaking stops.

**Bomb Threat:** If you receive a bomb threat by phone, ask caller to repeat message and try to obtain the message word-for-word. Try your best to memorize what they're saying. Call 9-1-1 and follow the instructions of the dispatcher.

**Lost Child:** If you see an unattended child, ask the child to stay with you where you are. Many children have been instructed to not go anywhere with a stranger. Ask the child their first name and parent's name. Call the Orthwein Center at (314) 965-6212, have them make an announcement. Tell the child that you will sit with them until their parent arrives. Stay in one place.

**Unusual Circumstances:** In an emergency, call 9-1-1. In a non-emergency, St. Louis County Police are always available to assist us. If you would like them to do a drive-through or walk around, please call (636) 529-8210.

**EMS or Fire Services Needed:** Call 9-1-1. Depending on the emergency vehicle needed, they may ask which entrance is best. See below for gate numbers, or reference the map.

**If you are injured:** Call 9-1-1 if necessary. If no ambulance is needed, inform your supervisor of the injury and go to Total Access Urgent Care at 2980 Dougherty Ferry Road, St. Louis, MO 63122. Just make a left out of the parking lot, left onto Dougherty Ferry Road, and left into Urgent Care parking lot.

**Active Shooter:** Call 9-1-1 immediately. Silence your phones and stay quiet. Decide if you can successfully escape, or if you need to barricade yourself safely where you are. Your last resort is taking on the attacker. Stay where you are until you receive an all clear from police—it's important to be sure that it is the police giving the all clear.

**Terri Cell: (314) 406-0300 Non-Emergency Police: (636) 529-8210**

Note: Fire/EMS use the following for entrances: **Gate 1**—Main Entrance; **Gate 2**—Upper Lot Entrance; **Gate 3**— Office Building Gate; **Gate 4**—Restoration Gate; **Gate 5**—Old Dougherty Ferry Road Gate