



Honor Flight Network

FIRE ALARM PROCEDURES



In the Event of a Fire Alarm please have individuals not able to use the stairwell head to the guest elevators while the alarm is being investigated and wait for notification at the landings. Until the alarm is confirmed, there is no need to travel downstairs or exit the building. The guardians should be with the vets, stationed by the elevators waiting for a hotel staff member to notify them.

If the alarm is NOT an emergency:

Hotel staff will go to each floor landing effected **by the alarm** to let hotel guests know that they can return to their rooms. (Alarm will only sound 2 floors above the and 1 floor below the area the alarm is triggered)

If there is an actual emergency

The staff will make a general announcement to all floors and a hotel team member will go to each floor to assist guests onto the elevator if needed.

Once guest hear the general announcement they can evacuate to the nearest meeting point (see below), assistance with the Guardians getting Veteran's out at this point will be helpful to our staff.

Meeting Points

There are three meeting places outside of the building - Aloft Hotel Parking Lot, Marriott Hotel Parking Lot and the Parking Lot below hotels main parking area (Northrop Grumman)

Additional Information

The hotel will provide a listing to the Fire Department of the floors the guests with accessible needs along with where Honor Flight groups are located.

The Operator will be available during an emergency; phones are located in each elevator hallway if you need assistance or have questions.

HOTEL AED

(Automated external defibrillator)

The hotel has 2 AED Devices

One in a metal box on the wall outside of the Pool and Fitness Room

The 2nd device is located on the lobby level at the Front Desk

Once the box is opened an Alarm will sound

Hotel Managers are trained on how to operate the AED

In the event of an emergency the AED will provide voice instructions

Ensure 911 is called as soon as possible