

EVENT DATES:

April 9-11, 2019

EXHIBITION

April 9-11, 2019

CONFERENCE

April 9-11, 2019

REGISTRATION

April 9-11, 2019

EXHIBITOR MOVE-IN

April 6 (600 sqft and larger/
double decker booths only)
1:00 pm - 7:00 pm

April 7

8:00 am - 8:00 pm

April 8

8:00 am - 8:00 pm

LOCATION:

Georgia World Congress
Center
Atlanta, GA
Building B

Emergency procedures

In the event of an emergency, the Georgia World Congress Center Police/Security Department, under direction of the Emergency Control Officer (ECO), will assume responsibility for carrying out appropriate notifications to staff and guests. Although our staff is trained for emergency conditions, your cooperation will be vital.

Once the emergency has been declared, the facility will react progressively as follows until the situation is resolved.

1. Zone commanders will be asked to assemble at assigned locations.
2. Emergency notification will be made through the PA system by zone or building wide, based on the kind of emergency.

For all emergencies, it is requested that you contact the Georgia World Congress Center Police/Security Communications Center. The number (4911) can be dialed directly from a red courtesy phone located conveniently throughout the facility or from telephones located in your show office. If using a cell phone, dial **404.223.4911**

We have found that emergencies are most effectively handled through in-house channels. Please provide the following information when you call:

- Type of emergency
- Number of people involved
- Location of emergency within the facility

In addition to the GWCC Emergency Operating Procedures, the facility has developed a "Heightened Security Operations Plan" that addresses national security issues. The information in the Operations Plan is sensitive, but your Event Coordinator will be glad to give you an overview of the actions taken by GWCC staff in the event of an emergency.

Evacuation:

Because of the unique design of the GWCC, total evacuation of the facility is seldom necessary, but it will depend on the declared emergency. In the event of evacuation, please follow these procedures:

1. Remain calm
2. Listen for specific instructions
3. Lend assistance to disabled and elderly persons
4. Exit the building completely - Watch for emergency vehicles that may be arriving
5. Stay clear of the facility until told to return

Fire

The Georgia World Congress Center is equipped with state of the art fire mitigation equipment. In the event of a major fire, please follow these procedures:

1. Remain calm
2. Do not attempt to extinguish the fire
3. Follow the direction of trained staff to evacuate immediately
4. Do not loiter