- To make edits to the Building Emergency Plan (BEP) please follow the step-by-step tool guide.
- Edits and downloads can only be made if a “role” is designated to you for that specific building.

A03 - ARL CARPENTER SHOP (PRC 128)

2914 READ GRANBERRY TRL
AUSTIN, TX 78758

Click here to edit Building Manager info

Click here if you need to add new or additional roles and/or people

If you are replacing an existing role and/or person, please click "remove" then click "add" icon

Update Building Managers
BUILDING EMERGENCY PLAN TOOL-GUIDE

University Community EID Listing

Choose a name by clicking on the link. Currently displaying page 1 of 1.

- Name: Waheeda Yousofzy
- ID: wy3747
- Department/College: Office of Campus Safety
- Address: 304 E 24TH ST
- Phone: AUSTIN, TX 78712

Enter name and then click “Search”

Click corresponding name and the information will auto-populate into appropriate fields

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View BEP

Once information has populated, click “Update Building Managers” to save changes

Building Managers

<table>
<thead>
<tr>
<th>Role</th>
<th>EID</th>
<th>Office Phone</th>
<th>Cell Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Primary Building Manager</td>
<td>wy3747</td>
<td>(512) 471-2627</td>
<td>(512) 658-7129</td>
<td><a href="mailto:wy3sofzy@austin.utexas.edu">wy3sofzy@austin.utexas.edu</a></td>
</tr>
</tbody>
</table>

Add

Update Building Managers

Cancel
## Building Emergency Plan Tool-Guide

### A: Select and populate all fields

### B: Input data into selected fields

### C: Please list Primary Business Occupants. Use "?" for additional guidance

### D: Check all that apply to the building

### Building Emergency Management Team List

<table>
<thead>
<tr>
<th>Role</th>
<th>EID</th>
<th>Office Phone</th>
<th>Cell Phone</th>
<th>Email</th>
<th>Assignment Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building Emergency 1</td>
<td>emp789</td>
<td>(512) 471-3511</td>
<td>(555) 555-5555</td>
<td><a href="mailto:emily.primes@uw.edu">emily.primes@uw.edu</a></td>
<td>Floor 1</td>
</tr>
</tbody>
</table>

**Add**

### Accountability List

<table>
<thead>
<tr>
<th>Name</th>
<th>Location</th>
<th>Area of Refuge</th>
<th>Type of Assistance</th>
</tr>
</thead>
</table>

**Add**

### Building Emergency Plan Information

<table>
<thead>
<tr>
<th>Primary Building Occupants</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Primary Assembly Point</th>
<th>Secondary Assembly Point</th>
</tr>
</thead>
</table>

- Has Fire Alarm System
- Has Fire Sprinkler System
- Has Exit Strategy/Signage