

In House Emergency Action Plan

An emergency in the community can be any of the following:

Floods, fires, tornados, hurricanes, wind storms, dam failure, terroristic threats, chemical spills, or any weather event that causes a road closure or damage to properties.

In an event of an emergency in Beech Mountain Lakes Association Inc. residents are to do the following in this order:

- 1) Contact 911 and inform them of the emergency.
- 2) Contact the security gate (570-788-5071) and give them as many details of the emergency as possible.
- 3) If the emergency has caused a power outage and the phones are nonoperational, please contact the Security cell number 570-578-2534 with the details of the emergency.

Once security is notified about the emergency they will contact the General Manager or the next person on the flow chart to review the situation and make the proper phone calls to implement the action plan.

Once the action plan is implemented the proper communication to the residents will be sent out via the Association emailing system, text message system, Facebook, and on the BMLA.us website.

The Emergency Action Committee will help with getting the emergency gate open (if necessary), directing residents, and assisting in any way possible.

The General Manager or the person in charge will make the proper phone calls to correct the situation in a timely manner.

Once the emergency has been rectified the residents will be informed by the Association emailing system, text message system, Face Book, and on the BMLA.us. website.

The Direct Line of Communication during an emergency that requires the EAP to be put into place.

General Manager

(Theron Hausman)

Will oversee putting the EAP
in motion

Maintenance Supervisor (Brian Valentine)

2nd in charge if GM is not present

Will put into action the EAP

Will take direction to help put into action the EAP.

Beech Mountain Board Members

3rd in charge if the GM & Maintenance Supervisor
is not present

Will put into action the EAP

Will take direction to help put into action the EAP

Admin. Supervisor (Karen Amici)

Karen will be 4th in charge of the EAP

Karen will also be the lead person to
communicate the emergency to the
Community.

EAP Committee

Committee members will be directed to
help during the EAP

Committee members will be directed
by the GM, Maintenance supervisor,
one of the BMLA Board Members, or
Admin Supervisor.

Security & BMLA Employees

Security will be directed by to help during the EAP

They will be directed by the GM, Maintenance
Supervisor, one of the Board Members or the
Admin Supervisor.

Recreation Supervisor (Denise Duksta)

Will assist Karen with informing the
community thru constant contacts,
Facebook, website, and robo Call.

REVISED
FOR
EMERGENCY USE

