

MEMORANDUM

To: University Community

From: Patrick Weidinger, Director Environmental Health and Safety

Date: October 11, 2018

Re: **Reminder - Fall Semester Academic & Administration Building Fire Drills**

The semi-annual academic & administration building fire drills will be conducted **October 22 - 26, 2018**.

If there is a particular day or time that you want us to avoid (so as not to interrupt scheduled meetings, examinations, seminars, etc.) please call me at 871-4240 or email me at patrick.weidinger@millersville.edu. All I need is the building name, the date, and time of the meeting, examination, seminar, etc. I will be sure to avoid the building at that time.