Floor Captains Are:
» Building residents who help communicate between building staff and other residents during a disaster. They are the first point of contact for residents about safety information and updates. They can be assigned to one floor or a section of floors, depending on the size of the building and the needs of residents.

What Floor Captains Do:
» Help residents prepare for a disaster by getting to know the special needs of residents.
» Assist staff with evacuation, information sharing, distributing supplies and making sure residents are safe.
» Specific Floor Captain Duties may include:
  » Assisting building staff with resident meetings and other events
  » Helping residents assemble Go Bags
  » Assisting building staff with distributing emergency update flyers
  » Translating flyers for residents who speak different languages
  » Directing residents out of a building during an evacuation
  » Notifying building staff about residents who choose to shelter in place

What Floor Captains Do Not Do:
» Put their own safety at risk
» Perform duties which require extensive training such as putting out fires.
» Complete tasks they cannot perform safely.
» Argue with residents who do not wish to evacuate.