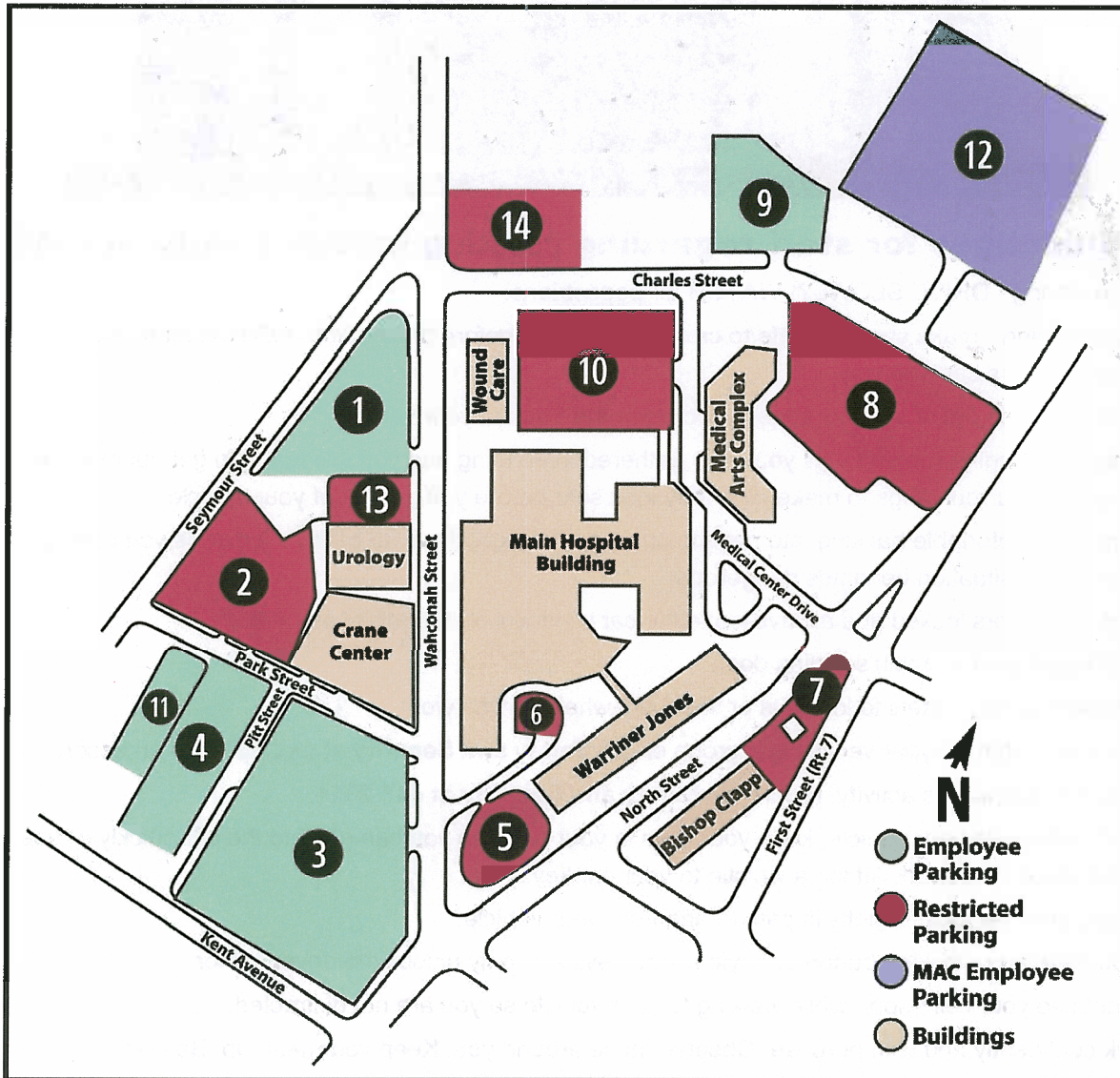


Berkshire Medical Center Parking Lot Location Key



Location of Lot by Number

1. Seymour Street Parking Lot
2. Crane Center Patient Parking Lot
3. Employee/Crane Center Patient Parking Garage
4. Kent Street Parking Lot
5. Physician and Patient Parking Lot
6. Radiation and Oncology Parking Lot
7. Bishop Clapp Parking Lot (2 hour and Handicapped)
8. Medical Arts Complex Parking Lot
9. Charles Street Parking Lot
10. BMC Guest Parking Garage
11. Park Street Parking Lot
12. Follwell's Parking Lot
13. Urology Professional Services Parking Lot
14. Center for Wound Care and Hyperbaric Medicine Parking Lot

Employee
Patient/Visitor
 Employee/Patient
 Employee
Restricted
Restricted
Restricted
Restricted
 Employee
Restricted
 Employee
 Employees
Patient
Patient

Parking Garage Safety



Guidelines for staff regarding parking garage safety at BMC

- When driving - DRIVE SLOWLY! WATCH for pedestrians.
- When walking - make sure it is safe to cross travel lanes before proceeding. WATCH for traffic. Do not assume drivers can see you.
- Keep valuables out of sight, preferably locked in the trunk of your vehicle.
- Leave your engine running until you have gathered everything and you are ready to get out of the vehicle. Check your surroundings to make sure they look safe before you get out of your vehicle.
- If you are comfortable backing into parking spaces, it is a good way to park as it means you can leave quickly if the situation becomes dangerous.
- Keep your doors locked and always leave the car windows closed after you park.
- Do not park next to a van's sliding door.
- Change from high heels to low flats or sneakers when leaving work.
- After dark, return to your vehicle in a group or call **Safety and Security at ext. 2311** for an escort.
- If you see suspicious activity, report it to **Safety and Security at 447-2311**.
- When walking to your vehicle, keep your keys in your hand so you can get into the car quickly or use them as a weapon if needed. Attach a whistle to your car key.
- Always take the most brightly lit path to and from your vehicle.
- If you have an unlocking button or keyless entry system, only unlock the driver's door.
- Do not use your cell phone while walking to your vehicle so you are not distracted.
- Walk confidently and with purpose. Observe those around you. Keep your head up. Be alert.
- Keep one hand free at all times.
- If you carry a purse, do not dangle it by your side so that a thief can run by and grab it. Carry your purse close to your body.
- Look around your vehicle for anything suspicious.
- Do a quick scan of your vehicle's interior before unlocking the door. Be sure to look in the back seat. If you are concerned for any reason, simply walk past it and find help.
- Consider utilizing your vehicle alarm system or a portable personal alarm in case you are confronted.
- If you notice a light out or building damage, contact **Facilities at ext. 77**.
- Lock your doors once you get inside your vehicle.
- When leaving, start the vehicle and drive to another location that is well lit before making any necessary phone calls or searching for items.

If you feel someone is following you, go to a safe place for help. Do NOT go home.