



ICALLEPCS 2025

Safety & Emergency Orientation

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SEPTEMBER 22, 2025



Where to assemble in emergency

Stairwell 4

In the event of a hotel evacuation, guests would be directed to use Stairwell 4 which is located to the left of the women's restrooms. There would be Hotel Staff at each level assisting in the process.

Stairwell 4 services the entire hotel from top to bottom. Guests would then be directed to meet at 55 E. Wabash as this is the official emergency guest holding space.



How to report an emergency

Emergency: 911

Throughout the US in case any problems outside of the hotel or a true medical emergency

Extension: 66

In house emergencies may be called into extension 66. This goes straight to Hotel Security Department.

Security number: 5565

The standard security number is 5565.

Both numbers can be reached through any hotel house phone.



For non-emergency

Your health, safety, and comfort are our top priorities.

If you feel unwell, are facing personal challenges, or need assistance, please reach out to conference staff (LOC team, Conference Chairs, etc.), or contact the person chairing the session.

For any other non-emergency issues, please also reach out to our conference staff.

See something, say something.



Human Resources Provided by Hotel

Smoking & Drug Free Workplace policy is in place.

Workplace Violence policy/training is in place.



Personnel Property Processions

ICALEPCS is an open conference

Please safeguard your personal belongings (laptops, pads/tablets, phones, etc. ...)



More Details

Please refer to the **Safety and Security Features** provided by Palmer House a Hilton Hotel

CODE OF CONDUCT



Please be respectful of everyone here at the conference

The ICALEPCS2025 local organizing committee is committed to providing a safe working environment, and promoting respect, equity and balance. ICALEPCS2025 is also committed to upholding the highest ethical standards in all of its activities. We expect conference attendees to comply with applicable laws and to conduct themselves responsibly, ethically and with integrity.

This conference attendee Code of Conduct (“Code”) outlines the principles and standards that ICALEPCS2025’s attendees are required to follow and uphold whilst attending the conference.

Compliance with this Code is mandatory for all attendees. ICALEPCS2025 expects attendees to comply with both the letter and the spirit of this Code. Conduct that is illegal, dishonest or unethical constitutes a breach of this Code, whether or not the conduct is specifically addressed in this Code.

More Details could be found from ICALEPCS2025 website, as link below:

<https://indico.jacow.org/event/86/page/241-code-of-conduct>