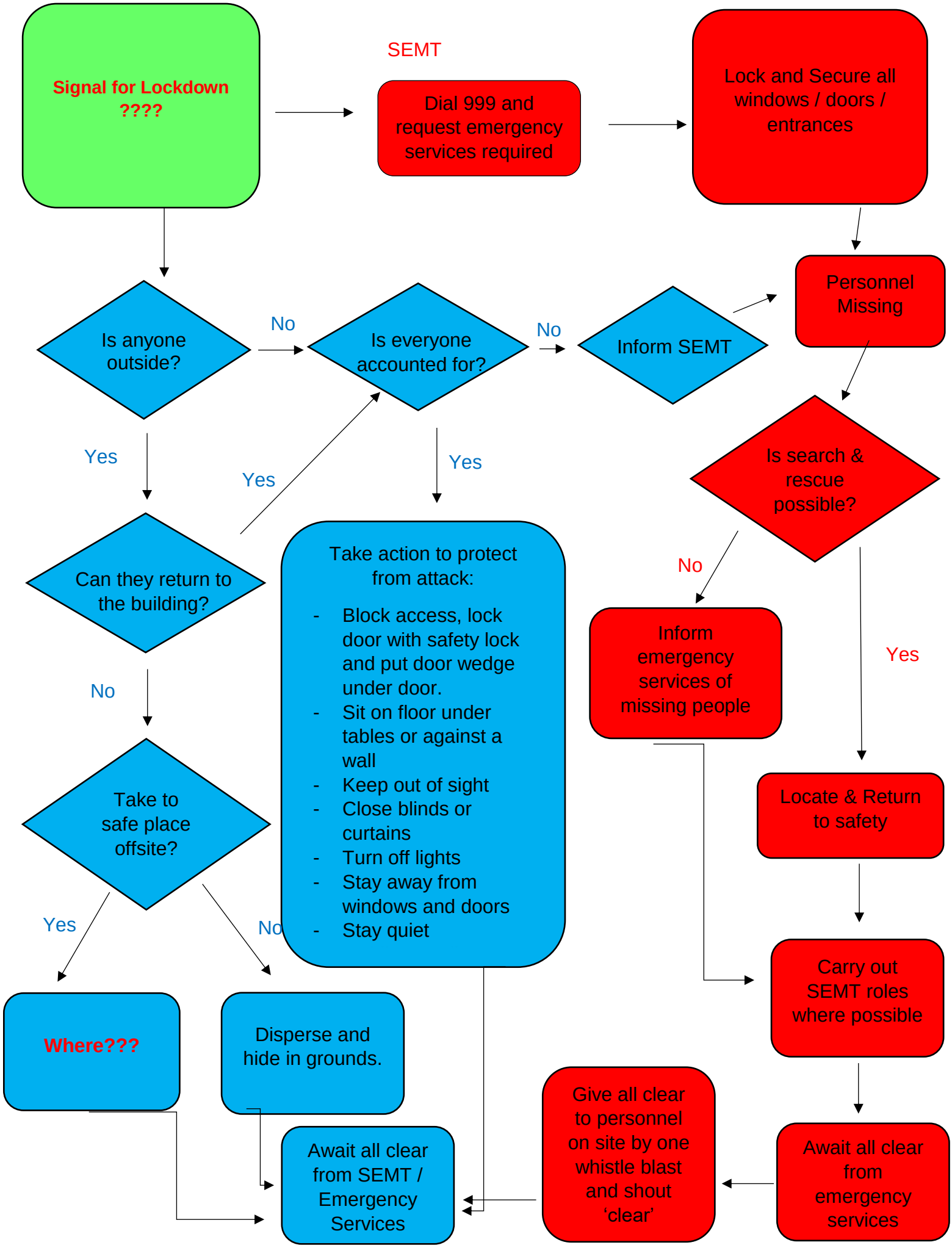EMERGENCY LOCKDOWN PROCEDURE