

## **Training Facility Fact Sheet District 8-0, Harrisburg**



**2140 Herr Street  
Harrisburg, PA 17103  
717-787-6653**

**We look forward to your upcoming visit with us.  
Please direct questions or information requests to the  
Technical Training and Development Section  
at 717-214-8757.**

### **Security**

Business hours are 8:00 a.m. to 4:30 p.m. Should you require admittance to the office outside of regular business hours, contact the receptionist at 717-787-6653 to make arrangements.

Enter building through main doors, sign the visitor log, show photo ID to receptionist, and state what training class you are attending to obtain a visitor's badge. The visitor's badge should be worn at all times while inside the building. Return the badge and sign out at the end of each day.

### **Parking**

Park in unmarked spaces in the lot next to the building.

### **Food Service**

Vending machines are located on the ground floor and snacks can be purchased on the second floor. Several fast-food and family-owned restaurants are within a short driving distance.

### **Classroom Locations**

Conference rooms are located throughout the building; the Dauphin Conference Room and Computer Training Room are on the ground floor. The receptionist will direct you to the appropriate classroom.

### **Classroom Equipment**

Most classrooms have projectors mounted on the ceiling, projection screens, whiteboards and flip charts.

The computer training room has 12 participant computers, one instructor computer, and an LCD projector and screen.

Provide at least four weeks notice before the class date to request additional classroom equipment. Call 717-783-5012 to make arrangements.

### **Restrooms**

Restrooms are located in the center of the building on all three floors.

### **Training Calendar**

Visit the Technical Training Calendar, [www.dot.state.pa.us/tc](http://www.dot.state.pa.us/tc) to confirm class details such as location, dates, times, and any special instructions.

### **Hotels**

Current information on hotels in the Harrisburg area can be found on the Internet.

### **Communication Facilities**

Contact the receptionist to access a telephone, fax machine, or to retrieve incoming telephone messages. The lobby telephone number is 717-787-6653.

### **Emergency Egress**

If the fire alarm should sound while you are in class, please exit the building via the closest stairway or door as quickly and orderly as possible. Reenter the building when notified.