

# Public Safety

## Emergency Action Procedures

| Situation   | Action   | Call                 |
|---|--|----------------------|
| <b>Accident</b>   | <ul style="list-style-type: none"> <li>If anyone is injured or property is damaged</li> </ul>  | 2300                 |
| <b>Bomb Threat</b><br><br>If you receive a bomb threat listen carefully and find out: | <ul style="list-style-type: none"> <li>When is the bomb to go off?</li> <li>Where is the bomb now?</li> <li>What kind of bomb is it?</li> <li>What does it look like?</li> <li>Why did the caller place the bomb?</li> </ul>   | 911,<br>Then<br>2300 |
| <b>Chemical Incidents</b><br><br>In case of hazardous vapors, gases or spills.        | <ul style="list-style-type: none"> <li>Inform others to evacuate using the nearest exit.</li> <li>If spreading, pull a fire alarm.</li> <li>Evacuate to nearest parking lot or designated assembly area.</li> </ul>  | 2300                 |
| <b>Crimes</b><br><br>Theft, Vandalism, assault, etc:                                  | <ul style="list-style-type: none"> <li>Assaults: get victim to safety.</li> <li>Stay with victim and call for help</li> </ul>  | 2300                 |
| <b>Disruptive Person</b>  | <ul style="list-style-type: none"> <li>Staff: contact a supervisor in the area.</li> <li>Students: contact a faculty or staff member.</li> <li>Keep something between you and the person.</li> <li>Call for assistance if you cannot locate the supervisor or faculty-staff, or if person is threatening.</li> </ul> | 2300<br><br><br>911, |
| <b>Explosion</b>  | <ul style="list-style-type: none"> <li>Evacuate to nearest parking lot.</li> </ul>   | Then<br>2300         |

## Fire

Smoke or fire

- Activate the Fire alarm.
- Evacuate building using the nearest exit.
- DO NOT USE ELEVATORS
- Wheelchair users wait for assistance in stairwell.
- Help those needing assistance. 911,
- Before opening any door, use back of hand to check for heat. IF HOT, DO NOT OPEN! Then 2300
- If heavy smoke or fire blocks an exit, use alternate exit.
- Evacuate to nearest parking lot or designated assembly area.

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## Medical

### Attention Needed

Students: go to Student Health Services Office. 2300

Minor injuries:

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### Medical Attention Needed

- Check for medic alert tag/bracelet; call for help. 911, Then

Unconscious person or serious injuries: 2300

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## Tornado Watch

Conditions are favorable for tornado:

- Monitor weather conditions.

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## Tornado Warning

Tornado sighted: siren emits steady tone for 3 minutes.

An all-clear

message is not announced.

- Evacuate to lowest level, interior room or hall.
- Stay away from window, glass, large open areas.
- Protect your head and face; get under a sturdy surface or structure.
- Monitor weather by radio or weather alert radio.

Weather Alert Radio Locations:

- Public Safety ext.2300 • Cofrin Library ext.2540
- Residence Life ext.2040 • Computing ext.2308
- University Information Center/Main Desk ext.2400

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## Violence

Actual or Threat:

- Go to a safe location; get help. 911, Then 2300

For additional information, contact Public Safety at 465-2300