QUICK REFERENCE

Never assume someone has already called the authorities.

FIRE SAFETY

- * Activate the nearest fire alarm pull station.
- * If possible, dial 911 first. Then Call Campus Police at x3067 or dial 246-0116.
- * If possible, notify occupants and provide assistance as you are able.
- * Evacuate the building via the nearest safe exit.
- * Follow the directions of Campus Police and Evacuation Marshals.
- * DO NOT use elevators.
- * DO NOT re-enter the building until authorized to do so

BOMB THREAT

- * Remain calm.
- * Write down as much information as possible from the threatening caller.
- * Dial 911. The 911 Dispatcher will dispatch Campus Police and other necessary authorities.
- * Follow the instructions from emergency personnel.

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ACTIVE SHOOTER/VIOLENT PERSON

If possible, exit the building immediately and dial 911. The 911 Dispatcher will dispatch Campus Police and other authorities.

- If you cannot safely exit the building, barricade yourself and others in a locked room when possible. Stay low and away from windows.
- Remain calm and quietly dial 911. The 911 Dispatcher will dispatch Campus Police and other authorities. Never assume someone has already called the authorities.
- 3. DO NOT attempt to confront or apprehend the shooter.
- 4. DO NOT leave or unlock the door to see what is happening.
- Say where you are unless emergency personnel give instructions to exit. You may be asked to take shelter-inplace.

SHELTER-IN-PLACE

Upon the recommendation of public safety officials, or when there is a significant security concern, the safest course of action may be to shelter-in-place. Stay as calm as possible and follow these procedures: