

Emergency Response Guide

EMERGENCY PHONE NUMBERS

911

Dial "0" for
College
Operator

If switchboard
is closed call

MAINTENANCE/SECURITY
Radio 843-9608 or
Security Cell Phone 510-7930

GENERAL PRINCIPLES

"RAIN" acronym

Respond – do something, don't freeze
Assess – situation, offender, victims, location
Isolate – yourself and others from danger
Notify – proper authorities

WHEN CALLING 911

Give your location – include building and room number. Answer all the questions and do not hang up until told to do so. Follow all directions given by emergency personnel.

MEDICAL EMERGENCY

Medical
Emergency

CALL 911
then "0" - college operator

If trained, begin
first aid

CRIMINAL ACTS

Acts in Progress

(Examples: Intrusions,
Theft, Acts of
Violence/threats)

Remember
"RAIN" acronym.

CALL 911
then "0" college operator

FIRE ALARM OR ACTUAL FIRE

Fire In
building

Evacuate Area
and Pull Fire
Alarm

Use Nearest
Exit - or -
Alternative
Safe Route.
**DO NOT USE
ELEVATORS**

CALL 911

from assembly
point or
neighboring
building.

Stay 500
feet away
from
building.

Fire
Alarm

Evacuate Area

NATURAL DISASTER/INCLEMENT WEATHER

Natural
Disaster -
or-
Inclement
Weather

WARNING: Severe weather
has actually been sighted in the
area.

WATCH: Conditions are
favorable for the development
of severe weather.

Seek
Appropriate
Shelter
Tornado
Shelter Area –
or- interior
hallways

- Stay away from windows.
- Avoid large rooms.
- Do NOT use Elevators.