# **EMERGENCY PROCEDURES**



#### **Police**

• Disruptive or illegal behavior, harassment or civil disorders.



#### Fire

• Pull nearest fire alarm, then......-→



#### **Ambulance**

## Hazardous Spills

- · Chemical Radioactive
- Biological/Infectious Agents
- Fumes



#### **Bomb Threats**

Use form on next page

#### Get maximum information:

- Time call received/ended?
- Caller's exact words
- Bomb location(s)?
- What kind of bomb?
- Age, sex, accent, background noise of call

Call

## 911

Give building name, floor, room number, your name, position, and phone number.



### Earthquake

- Stay calm.
- Get under a table, desk, or bench, or stand in a doorway.
- · Avoid windows.
- Leave building by stairs after shaking has stopped.
- Do not use elevators.
- When outside, stay clear of buildings and overhead hazards.

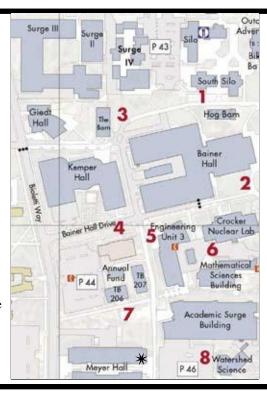
#### In case of an evacuation:

- Close and <u>lock</u> doors as you leave the area.
- Do not use elevators.
- Use stairwells to first-floor exit doors.
- Use posted exit doors to outside areas.

## Designated meeting

locations: (the closest meeting location is circled below)

- 1 Bainer Hall North Side
- 2 Bainer Hall South Side
- **3** Kemper Hall North Side
- 4 Kemper Hall South Side
- 5 Ghausi Hall (EU III) North Side
- 6 Ghausi Hall (EU III South Side
- 7 Academic Surge North Side
- 8 Academic Surge South Side





## Robbery

- Follow robber's instructions. Don't argue with, fight, chase, or follow the robber.
- Observe robber's physical and behavioral characteristics.

After robber leaves:

## **CALL 911**

• Use reporting form on next page.

## **Utilities**

- Power Water Gas Leaks
- Elevator Sewer Fumes

## CALL 752-1655

- Inform your supervisor
- Report Zone N019

#### **EH&S SUPERVISOR:**

Becky Grunewald - (530) 341-2055

CIVIL & ENVIRONMENTAL ENGINEERING SAFETY COORDINATOR: Sara Hutton (530) 574-7393

## BOMB THREAT or ROBBERY FORM

1. Time of call or when action occurred:
2. Time caller hung up or individual left area:
3. Exact words of individual:
4. Questions to ask for bomb threat:
a. What time is bomb going to go off?
b. Where is bomb right now?
c. What kind of bomb is it?
d. What does it look like?
e. Who placed the bomb?
f. Why did the person place the bomb?
5. Background noises:
6. Any other information that might be useful in identifying the location of the bomb, caller, or individual(s) involved:
7. Description of individual's voice/appearance:
a. Tone of voice (calm? excited? hostile?):
b. Accent or other speech characteristics:
Constitution of outer special entitles of outer special entities.
c. Was the voice familiar?
c. Was the voice familiar?
c. Was the voice familiar?  Who did it sound like?  d. Weight: Height: Build: Sex: Age:   Glasses: Eye color: Race:
c. Was the voice familiar?
c. Was the voice familiar?

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