

EMERGENCY

REMAIN CALM & FOLLOW THESE INSTRUCTIONS



MEDICAL EMERGENCY

Dial 911. Provide adequate space for the victim and emergency personnel.

- Unless they are in imminent danger, do not move any victim(s).
- Have someone escort emergency responders to the scene.



WARNING SIRENS & VT ALERTS

- Sign up for VT Alerts at www.alerts.vt.edu to receive information during an emergency. If you receive a VT Alert take immediate actions to be safe, follow instructions, and avoid the incident are.
- If you hear the warning sirens, seek shelter inside a building. Stay away from exterior windows.



SHELTER-IN-PLACE

Shelter-in-place during a weather or outdoor emergency:

- Find a sturdy building and go inside. Stay away from windows, glass, and objects that could fall on you.



SECURE-IN-PLACE

Secure-in-place during violence or active assailant:

- Secure the room or building by locking or barricading the door.
- Close blinds, silence cell phones, and remain quiet.
- Stay behind a solid object if possible.
- If it is safe to do so, dial 911 and provide your location.



REPORTING AN EMERGENCY

- Report all emergencies by dialing 911 from your cell phone or campus phone.
- Inform them of the nature of the emergency, number of injured people, and the exact address or building, floor, area, or department.



SUSPICIOUS PERSON

Suspicious person:

- Do not confront the person.
- Do not let anyone into a locked building or office.
- Do not block the person's access to an exit.
- Dial 911. Provide as much information about the individual as possible, including direction of travel.

Suspicious package or object:

- Do not investigate the object.
- Dial 911. Notify your instructor or supervisor.
- Be prepared to evacuate if necessary.



FIRE/EVACUATION

Evacuation routes are posted in hallways usually near stairwells or exits.

- If fire, activate the nearest fire alarm on your way out.
- If there are no fire alarms, knock on doors and yell "fire" as you exit. Dial 911.
- If you hear a fire alarm, you **MUST** evacuate.
- Close doors as you leave.
- If possible, know two evacuation routes for your room - look for illuminated EXIT signs.
- Do not use elevators.
- If possible, assist individuals who may need additional help. If a person cannot evacuate, report their location to emergency personnel.

