

# Emergency Action Plans

## Medical Emergency

- Call 911.
- If you know CPR, start chest compressions.
- If you do not know CPR, retrieve one of the numerous AEDs installed on campus, if possible.
- If an AED is available, open its case and follow the step-by-step audio instructions.
- Stay with the person until help arrives.

## Fire or Explosion

- Activate the fire alarm and evacuate the building.
- If the fire alarm sounds, GET UP AND GET OUT!
- Familiarize yourself with multiple exits from each building. Do not use elevators.
- Exit and move away from the building. Proceed to the designated Assembly Area for your building.
- DO NOT re-enter building until instructed by authorities.
- If you cannot exit, shelter in a safe place, call TTU Police 931-372-3234, text a friend or yell for help.

## Active Shooter

- **RUN:** Get out immediately. Leave belongings behind. Notify and assist others if possible.
- **HIDE:** Isolate self and others from the shooter. Close, lock and barricade doors to your hiding place, turn off lights and silence your cell phone or any other devices. Remain quiet.
- **FIGHT:** As a last resort and only if you are in imminent danger. Attempt to incapacitate the shooter using improvised weapons. Commit and act with physical aggression.

## Hazardous Materials

- Alert others and evacuate anyone in immediate danger.
- Isolate the area. Close doors. Keep people away.
- Immediately notify: Univ PD, Facilities Mgmt, EHS and Lab POC.
- Obtain SDS on spilled chemical.
- Minor spills: use appropriate PPE and follow protocols provided by SOP's, SDS's and spill kit directions.

## Building Evacuation

- If an alarm sounds, GET UP AND GET OUT! Evacuate immediately unless instructed to shelter in place.
- Do not use elevators.
- Move away from the building and to the designated Assembly Area for your building.
- While exiting, move far away from the building's exterior to assure your safety and to provide ample room for firefighters and emergency equipment.
- Do not re-enter an evacuated building until it has been determined safe to do so.

## Shelter in Place

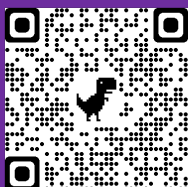
- Certain incidents like severe weather or hazardous spills may require sheltering in place.
- Take shelter in a windowless interior room or hallway.
- Lock doors and windows.
- If outside, enter the nearest building.
- Stay indoors until instructed otherwise.

## Bomb Threat

- Remain Calm!
- If the threat is received by phone, keep caller on the line and obtain as much info as possible.
- If you see a suspicious object, DO NOT touch or move the object. Note description / details and back away.
- If a written threat is received, touch it as little as possible, note when and how you received it.
- Call TTU Police at 931-372-3234.

## Severe Weather

- A severe weather **WATCH:** Be prepared to act. Continually monitor for worsening weather conditions.
- A severe weather **WARNING:** Severe weather is imminent. Take shelter IMMEDIATELY!
  - High wind of more than **40 miles/hour** for sustained or **60 miles/hour** for gusts
  - Lightning (within 10 mile radius)
  - Severe thunderstorm or when thunder is heard
  - Tornado
  - Extreme heat (heat index greater than 115° F for any period or 105° F for more than 3 hours)
  - Cold wind chill (index below -19°F)



Visit [ntech.edu/safety/emergency-preparedness](https://ntech.edu/safety/emergency-preparedness) for more information.

Environmental Health & Safety: 931-372-3587

TTU Police: 931-372-3234