

SUSPICIOUS ACTIVITY

TORNADO

FIRE

ACTIVE ATTACKER

MEDICAL EMERGENCY

UTILITY FAILURE

SEE SOMETHING,
SAY SOMETHING

SEEK SHELTER

EVACUATE

RUN - HIDE - FIGHT

STAY CLEAR

IDENTIFY LOCATION

Object is out of the ordinary
Person is behaving strangely
Gut feeling that something is wrong
If you see something suspicious, do something
CALL 911

Move to an interior room on the lowest level
Stay away from windows and exterior doors
Listen to weather radio for updates
Stay away from hazardous materials

Pull the fire alarm
CALL 911
Leave the building, **CLOSE DOORS** behind you
If unable to exit the building go to the nearest stairwell or place of refuge, don't use elevators
Assemble in designated area

CALL 911
Leave the building
If evacuation is not possible, hide in a concealed place
Lock and barricade door, turn off the lights
Wait for law enforcement
As a LAST resort, overpower the attacker

CALL 911
Provide the location, nature of injury or illness, current condition of the victim and other requested information
Do not move the victim unless in immediate danger
If trained - administer first aid, CPR/AED

Call Physical Plant or University Police to report issues
Be prepared to provide failure type and location
University officials may evacuate a building due to utility failures

EMERGENCY PROCEDURES

Quick Guide

**During an emergency,
always CALL 911 first!**

If you are outdoors and hear a siren, go indoors . . . If you are indoors and hear a siren, go outdoors

SHELTER IN PLACE

HAZARDOUS MATERIALS

BOMB THREAT

EXPLOSION

EARTHQUAKE

PSYCHOLOGICAL INCIDENT

PURDUE FORT WAYNE

- 1.) Take shelter in a room, closet, or other space.
- 2.) Barricade the door if possible and turn off the lights.
- 3.) Stay away from the door.
- 4.) Spread out and avoid groups.
- 5.) **Call 911 if it is possible to do so safely.**
- 6.) Silence cell phones and similar devices.
- 7.) Remain quiet and wait for emergency personnel.

STAY BACK

If life-threatening, pull the fire alarm, evacuate and **CALL 911**

If non-life-threatening, call 911 and provide information on type of incident and location

If you come into contact with a hazardous material, decontaminate and **CALL 911**

REMAIN CALM

Get as much information as possible from the caller-location of device, what it looks like, what will cause it to explode

Note background sounds, gender of caller, and any notable characteristics of the caller's voice

CALL 911

LEAVE OR TAKE COVER

Evacuate the building and leave the area

Call 911

Take cover under a table or desk if you can't evacuate

Assist the injured

ACT DONT REACT

Seek shelter under a desk, table, or under a doorway frame and hold on

Stay away from windows, shelves, and heavy equipment

Evacuate the building if an alarm sounds or if told to do so by emergency personnel

Move away from building, utility poles, overhead wires, and other structures. Avoid downed power or utility lines, as they may be energized.

Do not call 911 unless you require immediate emergency assistance.

BE AWARE

If an individual:

appears to be a danger to themselves or others

threatens suicide

threatens to hurt others

or displays irrational behavior

and/or the situation appears violent or life-threatening **Call 911**

EMERGENCY: Police/Fire/EMS

911

NON-EMERGENCY:

PFW PD	260-481-6827
FACILITIES	260-481-6832
REM	260-481-4193

INFORMATION:

ipfw.edu/crisis-handbook

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