EMERGENCY PROCEDURES

- Remain alert and aware of your surroundings
- Be informed about safety guidelines, security procedures, and health and safety resources
- Update your emergency contact information

BE PREPARED

EMERGENCY

911

REMAIN CALM

FIRE

EVACUATE
- Activate fire alarm
- Proceed to nearest exit
- Use stairs, not elevators
- Assist persons with disabilities
- Meet at assembly area
- Account for individuals
- Re-enter only when directed

ACTIVE SHOOTER

RUN, HIDE, FIGHT
- Evacuate if a safe route is available
- If unsafe to escape:
  Seek protection
  Lock or barricade door
  Stay behind solid objects
  Silence your cell phone
  Remain Quiet
  Follow police direction

MEDICAL EMERGENCY

CALL FOR HELP
- If trained, administer CPR and AED as appropriate
- If not trained, stay clear
- Direct first responders to scene
- Re-enter only when directed

POWER OUTAGE

EVALUATE
- Secure experiments
- Isolate hazardous areas to prevent harm and/or evacuate building as necessary
- Report persons trapped in elevators

TORNOADO

SEEK SHELTER
- Seek shelter inside
- Move to lowest interior space of building away from windows
- Crouch near floor or under heavy well supported metal objects
- Monitor official weather sources

HAZARDOUS MATERIALS

EVACUATE
- Alert people in immediate area to evacuate
- Unless trained, do not attempt to clean spill
- If personally contaminated seek eye wash/emergency shower as appropriate

NATURAL GAS LEAK

STAY CLEAR
- Leave area and go to exterior location
- Do not operate any electrical devices or equipment with open flames
- Re-enter only when directed

SUSPICIOUS ACTIVITY

REPORT, STAY CLEAR
- Always report suspicious or unusual activity to University Police or local law enforcement
- Do not touch or disturb unknown or suspicious items
- Secure belongings and assets

For emergency status and more information:
http://www.northwestern.edu/emergency-management