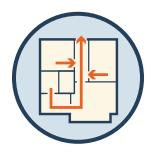


# WHAT TO DO IN AN EMERGENCY

IN ANY TYPE OF EMERGENCY, CALL PUBLIC SAFETY AT 971.722.4444 OR DIAL 911 AND FOLLOW THE INSTRUCTIONS GIVEN BY OFFICIALS

**EVACUATION** Evacuations are needed when an imminent threat has been reported inside the building **EXAMPLES:** Fire, utility disruption, bomb threat, etc.



Exit the building and proceed quickly and safely to the nearest Safe Assembly Area (SAA).





If you cannot evacuate, proceed to the nearest, preferably enclosed, stairwell (Evacuation Assistance Area) and wait for assistance.



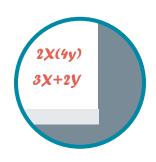
Take personal items with you if you can do so safely.

### **LOCKOUT / SHELTER IN PLACE**

Lockouts are needed when a potentially dangerous situation has been reported outside the building **EXAMPLES**: Hazmat incident, nearby police activity, etc.

### PROCEDURES:

PROCEDURES:



Academic instruction and college business may continue, however stay inside and remain alert.



If safe to do so, immediately close all doors and windows. Next, stay away from them to protect yourself from the potential threat.



Please note: if you exit the building you will not be able to re-enter.

## LOCKDOWN An active threat has been reported somewhere on or near campus (this is necessary to reduce personnel exposure) EXAMPLES: Active Shooter, hostile events, etc.



Take immediate shelter in rooms and workspaces that can be secured.

#### PROCEDURES:



If possible, close the window blinds.



Stay away from windows and doors.

#### An active assailant/hostile person has been reported somewhere on campus **EXAMPLES:** Active Shooter, hostile events, etc.

Procedures: Depending on the situation and your proximity to the assailant you should Run, Hide, or Fight



**RUN** only if there is a clear path to safety. Exterior doors will lock automatically so once you exit the building you will not be able to re-enter.



**HIDE** in an area where you are well protected and out of sight. Lock internal doors without access control manually, turn off the lights, keep quiet, and silence cell phones.



**FIGHT** for your safety as a last resort.



For more information or training resources contact Public safety at