

EMERGENCY PROCEDURES

Emergencies: 911 Non-Emergencies: (435) 586-1911 SUU Call Center: (435) 865-8888

Evacuation

- When the fire alarm is activated, evacuation is mandatory.
- Do not use elevators.
- Take personal belongings (ID, keys, purses, wallets, backpacks).
- Close doors as you exit.
- Move to a safe area, away from the building in danger.

Criminal Offenses

- Call 911 and advise.
- Do not let non-essential personnel enter the scene.
- Upon their arrival, advise police of the situation and actions taken.

Suspicious Behavior

- Do not physically confront the person exhibiting the behavior.
- Do not let anyone into a locked room/building.
- Do not block a person's access to an exit.
- Call 911.

Bomb Threats

- Remain calm.
- Get as much information as possible from the threatening caller.
- Call 911.
- Follow directions from emergency personnel.

Suspicious Packages

- Do not touch or disturb the object.
- Evacuate the immediate area.
- Call 911.
- Notify your building administrator, residence hall director or resident assistant.

Utility Failure

Notify University Call Center: (435) 865-8888

Earthquake

- Take cover under heavy furniture, an interior doorway, or narrow hall.
- Stay away from windows, outside walks, lofts, or stairways.

Medical Emergencies

Cardiac Arrest/Heart Attack

- Assess the scene for danger.
- Check the victim.
- Call 911.
- Perform CPR.

Burns

- Call 911.
- Do not apply dressing or creams.

Bleeding

- Apply firm, but gentle, pressure to the wound with a clean cloth or tissue.
- Immobilize the body part.
- Keep the person lying down.
- Call 911.

Active Shooters

- If you think you can exit the building, do not run in a straight line. Put objects between you and the shooter as you run. Call 911.
- If you cannot exit, clear the hallway immediately and/or remain behind closed doors in a locked or barricaded room, if possible.
- Stay away from windows. Remain calm and quietly call 911.
- Turn lights out and audio equipment off.
- Evacuate the room only when authorities have arrived and instruct you to do so.
- If you are unable to run or hide, you may choose to play dead if other victims are around you.
- The last option may be to fight back. This is dangerous, but depending on your situation, this could be your only choice.
- If you are caught by the shooter and are not going to fight back, follow their directions and do not look them in the eyes.

Do not:

- leave or unlock the door to see "what is happening."
- attempt to confront or apprehend the shooter, unless as a last resort.
- assume someone else has called police or emergency personnel.
- sound a fire alarm.