

# EMERGENCY

## Procedures

In all emergency circumstances, it is important to remain calm and follow the steps indicated. If there are any questions concerning these procedures, please refer to the emergency numbers listed. More information is available at <http://ehs.missouri.edu>.

### A. FIRE

1. Activate fire alarm.
2. From a safe location call the Fire Department (911). Give the nature and location of the fire.
3. Evacuate the building and help individuals needing assistance.
4. Use a fire extinguisher, if trained to do so.
5. Notify MU Police (882-7201) if not already notified.
6. Notify Campus Facilities (days 882-8211, nights 882-3333).
7. Report to your supervisor.

### B. MEDICAL EMERGENCY

#### *If the Individual is Unconscious:*

1. Call for an ambulance (911). (If at the University Hospital call 882-7979, Ellis Fischel Hospital call 911, or Columbia Regional Hospital call 9333.)
2. Do not move the individual unless there is an imminent hazard.

#### *If the Individual is Conscious:*

1. Call for an ambulance (911) if requested by the individual. (If at the University Hospital call 882-7979, Ellis Fischel Hospital call 911, or Columbia Regional Hospital call 9333.)
2. If the injured party is a University employee, contact a care facility authorized by Worker's Compensation (882-7019).
3. If the individual is a student call Student Health Services (882-7481).

#### *In All Cases:*

1. Have someone meet the ambulance.
2. Call MU Police (882-7201), if not already notified.
3. Notify appropriate supervisors.

### C. EARTHQUAKE

1. Stay indoors if already there.
2. Take cover under sturdy furniture (e.g. desks) or in doorways, halls, or against inside walls.
3. Stay near the center of the building.
4. Stay away from glass windows or doors.
5. Avoid running through or near buildings where there is the danger of falling debris.
6. Persons outdoors should stay in the open, away from buildings and structures, and a safe distance from utility wires.
7. After tremors have stopped, stay away from damaged buildings and structures.

### D. TORNADO

#### *If Indoors:*

1. Move away from windows and into the basement or interior hallway on a lower floor. Avoid auditoriums, gymnasiums, or other areas having a wide, free-span roof.
2. Take cover under heavy furniture.

#### *If Outdoors:*

1. Lie flat in the nearest depression, such as a ditch or ravine.
2. If there is time, move away from the path of the tornado at a right angle.

### E. BIOLOGICAL, CHEMICAL, OR RADIATION EMERGENCY

#### *Fire Involving these Materials:*

1. Follow procedures for fire.
2. Inform emergency personnel about the specific hazard.
3. Contact EHS (882-7018). At night, on weekends, or holidays call MU Police (882-7201).

#### *Medical Emergency Involving these Materials:*

1. Follow procedures for medical emergency.
2. Inform medical personnel about the specific hazard.
3. Contact EHS (882-7018). At night, on weekends, or holidays call MU Police (882-7201).

#### *Release of these Materials:*

1. Take action to contain release if it is possible to do so safely. Close doors and windows.
2. Evacuate area to the extent appropriate.
3. Assemble all personnel in nearby safe area until released hazards can be assessed.
4. Warn fellow workers and supervisors. Control access to release area and post warning signs.
5. After imminent hazards are addressed, prevent the spread of contamination. If possible, turn off air equipment that might spread contamination.
6. Contact EHS (882-7018). At night, on weekends, or holidays call MU Police (882-7201).
7. Decontamination shall be performed in consultation with EHS.

## EMERGENCY NUMBERS

Ambulance Service.....	911
Campus Facilities:	
Days .....	882-8211
Nights, Weekends, Holidays .....	882-3333
Columbia Regional Hospital Emer. Response.....	9333
Ellis Fischel Emergency Response .....	911
Environmental Health and Safety (EHS)	
Days .....	882-7018
Nights, Weekends, Holidays (MU Police) .....	882-7201
Fire.....	911
Mid-Missouri Crisis Line.....	445-5035
Police.....	911
Poison Control .....	1-800-222-1222
Student Health Center .....	882-7481
University Hospital and Clinics Emer. Response.	882-7979
Worker's Compensation .....	882-7019

MU Emergency Website:  
<http://mualert.missouri.edu>

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