CAMPUS EMERGENCY INSTRUCTIONS

Emergency preparedness information is available at http://mualert.missouri.edu

If the emergency notification system in the building activates, read the message on the screen and proceed accordingly.

In all emergencies it is important to remain calm and follow these steps.

**FIRE**

- Set off the fire alarm.
- Evacuate the building and, if requested, assist persons with a difficulty evacuating.
- Call 911. Give the nature of the fire and the location.
- Use a fire extinguisher if it is feasible to do so without jeopardizing personal well-being.
- Report to your supervisor at assembly area.
- Notify Campus Facilities (573-882-8211).
- If hazardous materials were involved, contact Environmental Health & Safety (573-882-7018).

**MEDICAL EMERGENCY**

IF THE INDIVIDUAL IS CONSCIOUS:

- Notify appropriate supervisors.
- Call 911 for an ambulance.
- Do not move the individual unless authorized by a medical authority or is obvious that delay in movement would be detrimental to the individual.
- Notify appropriate supervisors.

IF THE INDIVIDUAL IS UNCONSCIOUS:

- Do not move the individual unless authorized by a medical authority or is obvious that delay in movement would be detrimental to the individual.
- Notify appropriate supervisors.

**EARTHQUAKE**

IF INDOORS:

- DROP down to the ground or move to an area without risk of falling debris.
- COVER your head and neck to protect from falling debris.
- HOLD onto any sturdy structure or in doorways, halls or against inside walls.

IF OUTDOORS:

- Stay in the open, away from buildings and other structures, including utility wires.
- After tremors have stopped, stay away from damaged buildings and structures.

**RELEASE OF BIOLOGICAL, CHEMICAL OR RADIOLOGICAL MATERIALS**

- Take action to contain release if it is possible to do so safely. Close doors and windows.
- Evacuate area to the extent appropriate.
- Warn fellow workers and supervisors. Control access to release area and post warning signs.
- Assemble all personnel in nearby safe area until released hazards can be assessed.
- After imminent hazards are addressed, prevent the spread of contamination. If possible, turn off equipment that might spread contamination. Contact Environmental Health & Safety (573-882-7018).
- Decontamination shall be performed in consultation with Environmental Health & Safety.

**TORNADO**

- If indoors, move away from windows into the basement or interior hallway on a lower floor. Avoid auditoriums, gymnasiums or other areas having a wide, free-span roof.
- Take cover under heavy furniture.
- If outdoors, lie flat in the nearest depression, such as a ditch or ravine. If there is time, move away from the path of the tornado at a right angle.

**EMERGENCY CONTACTS**

For ALL fire, medical and police emergencies 911

Campus Facilities 573-882-8211

Environmental Health & Safety 573-882-7018

Mid-Missouri Crisis Line 888-761-4357

MU Police (non-emergency) 573-882-7201

Poison Control 800-222-1222

Sexual Assault, Domestic Violence, Rape Hotline 573-875-1370

Columbia Police (non-emergency) 573-442-6131

IN CASE OF EMERGENCY, CALL 911