

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 UNCONSCIOUS:

- 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 CONSCIOUS:

- Call for an ambulance if requested by the individual.
- For emergency care, university employees may proceed to University of Missouri Health Care for treatment.
- If the individual is a student, call Student Health Services at 573-882-7481 and give information.
- 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