

# EMERGENCY PROCEDURES

## EARTHQUAKE



**DROP** – Get under a desk or table or against an interior wall.

**COVER** – Protect the back of your neck with your hands.

**HOLD ON** – Hang onto the object until the shaking stops.

When the shaking stops, check yourself and others for injuries and call 911.

## FIRE



**PULL** nearest fire alarm.

Call 911.

**EVACUATE** building – do not return until instructed to do so by emergency personnel.



**Fire Extinguisher Instructions:**

**P** – Pull safety pin from handle.

**A** – Aim nozzle at base of fire.

**S** – Squeeze the trigger handle.

**S** – Sweep from side to side (watch for re-flash).

## ACT OF VIOLENCE



**RUN** – Run if you can.

**HIDE** – If you are stuck, hide. Barricade doors and windows. Silence all electronic devices.

**FIGHT** – If confronted, then fight. Commit to your actions.

**ACTIVATE** – Call 911 and help others get away.

**CARE** – Provide care to injured people around you, stop bleeding and cover chest injuries until help arrives.

## EMERGENCY CALL 911 TEXT 911

### CSUSB ALERT

[WWW.CSUSB.EDU/ALERT](http://WWW.CSUSB.EDU/ALERT)

Campus emergency notification is done via voice message, text and/or email. To receive messages from CSUSB go to the CSUSB Alert portal to review your contact information.

## BOMB THREAT



Report all threatening calls to 911.

Be sure to ask caller:

- When is the bomb going to explode?
- Where is the bomb?
- What kind of bomb is it?
- What does it look like?
- Listen carefully and remember details to tell police.

## MEDICAL EMERGENCY



Provide 911 with your exact location and describe the nature and severity of the medical problem.

Do not move the patient unless they are in imminent danger.

Stay with the patient until help arrives.

## SHELTER IN PLACE

Stay inside the building.

Close and lock all windows and doors.

Move into an interior room away from windows.

Silence all electronic devices.

Remain in shelter until emergency personnel announce: All Clear.

## HAZARDOUS SPILLS



- If immediate hazard exists, evacuate the area and call 911.
- If contaminated, remove clothing, rinse with water, and call 911.
- For small spills/those not involving immediate danger, confine spill and call EHS at (909) 537-5179.

## EVACUATION INFORMATION

- Take personal belongings (keys, books, wallet, etc.).
- Do not use elevators, use nearest stairs.
- Follow directions given by building marshals and/or officials.
- Assist persons with disabilities.
- Every person **MUST** evacuate the building.
- Go to designated evacuation point; do not return to building until instructed to do so by emergency personnel.

  
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Available in the following languages, Arabic, Chinese, Korean, Spanish, and Vietnamese from the police website – [www.csusb.edu/police](http://www.csusb.edu/police).