



# EMERGENCY PROCEDURES

## ARKANSAS TECH UNIVERSITY

### EVACUATION INFORMATION

- Evacuate the building using the nearest exit (or alternate if nearest exit is blocked).
- Do not use elevators!!
- Take personal belongings (keys, purses, wallets, etc.)
- Secure any hazardous materials or equipment before leaving.
- Follow directions given by evacuation wardens.
- Go to Evacuation Assembly Point designated in this building's evacuation plan and on building emergency evacuation signs.
- Assist persons with disabilities or special needs.

### POWER OUTAGE

- Remain calm; provide assistance to others if necessary.
- Move cautiously to a lighted area. Exits may be indicated by lighted signs if the emergency power is operating.
- Turn off and unplug computers and other voltage sensitive equipment.
- For information about a prolonged outage, tune to radio KXRJ 91.9 FM, and/or call Tech Public Safety at 479-968-0222.

### FIRE

- Activate the nearest fire alarm pull station and call 9-1-1 if possible.
- Evacuate the Building.
- Do not enter building until authorized by emergency personnel.

### WARNING

- Warning sirens will sound if there is an emergency at the nuclear power plant or a severe weather threat.
- In response to a siren alert, access one of the following radio stations and follow the provided instructions :

#### FM Stations

KXRJ 91.9 KMTC 91.1

#### AM Stations

KARV 610 KCAB 980

### TORNADO WARNING

- A tornado warning is issued when a tornado is occurring.
- Follow directions of University officials
- Seek shelter Immediately.
- Go to the lowest available floor in the building and stay away from windows, doors, and outside walls.
- If in a vehicle or outside seek shelter in the nearest structure with a strong foundation.
- If there is no structure nearby lie in a ditch or low spot.
- Stay put until the danger has passed.

### SUSPICIOUS PERSON

- Do not physically confront the person.
- Do not let anyone into a locked building/office.
- Do not block the person's access to an exit.
- Call 9-1-1. Provide as much information as possible about the person and their direction of travel.

### SUSPICIOUS OBJECT

- Do not touch or disturb the object.
- Call 9-1-1.
- Notify your supervisor the building coordinator, or the Resident Assistant.
- Be prepared to evacuate.

## Instructions from FEMA

### What to Do During a Tornado

If you are under a tornado WARNING, seek shelter immediately!

If you are in:	Then:
A structure (e.g. residence, small building, school, nursing home, hospital, factory, shopping center, high-rise building)	Go to a pre-designated shelter area such as a safe room, basement, storm cellar, or the lowest building level. If there is no basement, go to the center of an interior room on the lowest level (closet, interior hallway) away from corners, windows, doors, and outside walls. Put as many walls as possible between you and the outside. Get under a sturdy table and use your arms to protect your head and neck. Do not open windows.
A vehicle, trailer, or mobile home	Get out immediately and go to the lowest floor of a sturdy, nearby building or a storm shelter. Mobile homes, even if tied down, offer little protection from tornadoes.
The outside with no shelter	<p>Lie flat in a nearby ditch or depression and cover your head with your hands. Be aware of the potential for flooding.</p> <p>Do not get under an overpass or bridge. You are safer in a low, flat location.</p> <p>Never try to outrun a tornado in urban or congested areas in a car or truck. Instead, leave the vehicle immediately for safe shelter.</p> <p>Watch out for flying debris. Flying debris from tornadoes causes most fatalities and injuries.</p>