

MEDICAL EMERGENCY

- Contact Public Safety and describe the nature of the medical problem and the campus location.
- Remain with the injured until help arrives.
- If you have been trained, quickly:
 - Control serious bleeding by applying direct pressure on the wound.
 - If the victim is not breathing begin CPR, pushing hard and fast in the center of the chest.
 - If an AED is available, follow the simple instructions to use the equipment.
 - Keep the individual(s) still, comfortable, and calm. Have them lie down, if necessary.



Certain incidents, such as a hazardous materials spill, may require you to Shelter in Place.

- Select a small, interior room, with no or few windows and close all windows and exterior doors.
- Turn off all fans, heating and air conditioning systems.
- If instructed, use whatever is available to seal all cracks around the door and any vents into the room.
- Remain indoors until Public Safety or the authorities tell you it is safe or you are told to evacuate.

SHELTER IN PLACE

HAZARDOUS MATERIALS

If a chemical spill occurs within a campus building, immediately notify Public Safety.

- If a chemical spill occurs outside of a building or from an off campus source, follow shelter-in-place procedures.
- In either case, notify Public Safety if you have been exposed to a chemical.
- If exposed, avoid contact with others.
- If evacuating, move to an area upwind and away from the odors.



If indoors:

- Immediately **DROP, COVER** and **HOLD ON** under a sturdy desk or table.
- Position yourself along an interior wall, staying away from glass windows, shelves and heavy equipment which may topple over.
- Do not run outside unless your building is believed to be in imminent danger of collapse.

If outdoors:

- Move quickly away from buildings, utility poles and other structures. Stay in an open area.

EARTHQUAKE

BOMB THREAT

Report all threatening calls to **(714) 997-6763**.

Keep talking to the caller as long as possible and ask the following:

1. When is the bomb going to explode?
2. Where is the bomb?
3. What kind of bomb is it?
4. What does it look like?
5. Why did you place the bomb?
6. What is your name?



- Activate the fire alarm using a manual pull station.
- Evacuate the building using the nearest exit or exit stairwell.
- Do not use elevators.
- Call 911 or (714) 997-6763.
- Do not reenter the building until instructed by Public Safety.

Fire Extinguisher Instructions

- P**-Pull the pin on the extinguisher.
- A**-Aim the hose or nozzle at the base of the fire.
- S**-Squeeze the handle to activate the extinguisher.
- S**-Sweep the extinguishing agent back and forth at the base of the fire.

FIRE

ARMED INTRUDER/ ACTIVE SHOOTER

RUN, HIDE, FIGHT

- If possible exit the building and evacuate to a safe area away from the danger.
- Contact Public Safety at (714) 997-6763.
- If it is not possible to exit safely, get to an enclosed room or office and lock or barricade the door. Turn off the lights and keep quiet. Take protective cover.
- If the intruder enters your location, your only option may be to fight. Use improvised weapons and coordinate an attack with the others with you. Do not stop.

