

# CHSU EMERGENCY PROCEDURES

In case of an emergency  
**CALL 9-1-1**

- CHSU utilizes an emergency alert system that will text or email enrollees regarding campus-wide emergencies
- Remain aware of your surroundings; during emergencies, follow the instructions of safety personnel and emergency broadcasts
- Visit [chsu.edu/emergency](http://chsu.edu/emergency) for more information on emergency procedures and services

**CAMPUS** \_\_\_\_\_

**BUILDING** \_\_\_\_\_

**ROOM** \_\_\_\_\_



## POWER OUTAGE

1. Remain calm and provide assistance to others if necessary
2. Move cautiously to a lighted area, follow the exit signs
3. Go to: [chsu.edu/emergency](http://chsu.edu/emergency) for information on extended outages



## EARTHQUAKE

1. Take cover under desk or table
2. Protect head and neck, wait for shaking to stop
3. Stay away from windows
4. Evacuate building after shaking has stopped, do not use elevators



## FIRE

1. Activate fire alarm
2. Call 9-1-1
3. Evacuate the building, move away from fire and smoke
4. Use stairs only, do not use elevators
5. Provide assistance to others



## BOMB THREAT OR SUSPICIOUS OBJECT

1. Do not touch or disturb the suspicious object. If bomb threat comes via phone call, write down all details
2. Report suspicious object or threat to local law enforcement by calling 9-1-1
3. Alert others to stay away from the area



## ACTIVE SHOOTER

- R** Run from danger - run to safety  
**U** Plan in advance how you would get out  
**N** When safe, call 9-1-1
- If you cannot run, HIDE*
- H** Find location away from windows  
**I** Lock and barricade doors  
**D** Turn off lights, silence your cell phone Be  
**E** quiet
- If you cannot run or hide, FIGHT*
- F** **Last Resort!** Attempt to disrupt or incapacitate the shooter  
**I** Be aggressive - commit to your actions  
**H** Throw items - improvise weapons  
**T** (e.g., chair, fire extinguisher)



## HAZARDOUS MATERIALS RELEASE

1. Move away from hazard area
2. Move upwind and uphill if possible
3. Alert others to keep clear of the area
4. Call 9-1-1



## MEDICAL EMERGENCY • CALL 9-1-1

1. Call 9-1-1. Be prepared to provide the 911 dispatcher the following information if known: Name of victim; Campus address and telephone number; Exact location of victim; Apparent nature of illness or injury; Age of victim (if known); Your name; Standby at the scene to direct Emergency Personnel to the victim.
2. Follow directions of 911 dispatcher. Look out for emergency first responders/ambulance. Help direct first responders to the victim.
3. Contact Human Resources if employee, Student Affairs if student. File incident paperwork as directed.

## NON-EMERGENCY

Call CIS Security for Escort or Non-Emergency Concerns

559-495-3000