

IOWA STATE UNIVERSITY EMERGENCY RESPONSE GUIDE



FIRE

EVACUATE BUILDING

- Give directions to meet at designated evacuation location
- Pull fire alarm, if possible
- Call 911
- Shut off lights and close doors
- Use fire extinguisher, if possible
- Remain low if encountering smoke
- Use stairs, not elevators



SEVERE WEATHER

MOVE TO A SAFE LOCATION

- Give directions to meet at designated shelter area
- Shut off lights and close doors
- Look for these signs in your building
- Go to shelter area/interior hallway or restroom and stay away from windows
- Remain in shelter until it's safe



URGENT SITUATION

CONTACT EMERGENCY SERVICES

- Call 911
- State who, what, where, when, why and how the situation occurred
 - Medical emergency
 - Suspicious package
 - Suspicious activity
 - Suspicious person
 - Bomb threat
- If bomb threat, turn off all electronics
- If medical situation, locate nearest Automated External Defibrillator (AED) and follow instructions



VIOLENT INCIDENT

A.L.I.C.E.

Alert

- When it's safe, call 911
- Be persistent, phones may be busy

Lockdown

- Lock and block doors, close blinds and turn off lights
- Silence phones

Inform

- Inform each other about event by text, voice, email, and/or speakers

Counter

- Distract, yell, throw objects
- Attack, swarm, subdue violent person
- Secure weapon in a safe place

Evacuate

- If it's safe, evacuate
- Exit building and run erratically
- Use trees, cars, or structures as cover

EMERGENCY CONTACT INFORMATION

info.iastate.edu/emergency

EMERGENCY 911

ISU POLICE 515-294-4428

AMES POLICE 515-239-5133

ENVIRONMENTAL HEALTH AND SAFETY 515-294-5359

MARY GREELEY MEDICAL CENTER 515-239-2011

IOWA POISON CONTROL CENTER 800-222-1222

www.ehs.iastate.edu/prep