

**SOUTHERN ILLINOIS UNIVERSITY  
EDWARDSVILLE**

**University Safety and Emergency Procedures**

Updated May 2023

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## **Before an Emergency Occurs**

### ***Signing up for Emergency (E-Lert) Notifications***

SIUE's E-Lert is a messaging service that will be used to quickly notify faculty, staff, and student cell phones when an urgent situation, such as a bomb threat or hostile intruder, occurs or when the University closes due to inclement weather. Since we will be testing the system periodically, you will also receive test messages. There is no cost to register for the alerts; however, standard rates may apply if your cell phone plan does not include text messaging. When an E-Lert is sent, it will be posted along with other information on the SIUE website, and all SIUE students, faculty, and staff will receive a copy to their siue.edu address.

### ***Why text message?***

Text messaging has proven to work best in emergencies and disasters. Even if cell phone towers are up, the phone may not work, but text messaging stands a better chance as it takes less bandwidth to send a text message.

### ***If I register for E-Lert, will I receive ads or unsolicited messages (SPAM) on my mobile number?***

NO – your registered mobile number will only receive E-Lert messages sent by SIUE. It will not be shared.

### ***How do I register for SIUE E-Lert?***

If you are a student, faculty, or staff member, you can register by clicking the ["Sign Up Now"](#) link and entering your active e-id, password, and cell phone number. Each time you are notified to change your e-id password, you will also be given an opportunity to enroll, update your cell phone number if it has changed, or cancel your registration with the system.

You will still receive alerts as long as you have the same cell phone number.

### ***Know the Location of AEDs/Fire Extinguishers***

Be aware of the locations of the fire extinguishers and fire pull stations in the areas that you are in. If you notice a fire extinguisher tampered with, please report it to Facilities Management.

An AED, or automated external defibrillator, is **used to help those experiencing sudden cardiac arrest**. It's a sophisticated, yet easy-to-use, medical device that can analyze the heart's rhythm and, if necessary, deliver an electrical shock, or defibrillation, to help the heart re-establish an effective rhythm. SIUE has AED's located in the following locations:

Edwardsville Campus

Every Police car

Vadalabene Center	Equipment Issue	Room 1202
Student Activity Center	Gym Court 2	Room 1430
Student Activity Center	Activity Gym Ctr	Room 1420
Campus Recreation	Location varies	Pool/Rec Plex
Campus Recreation	Location varies	Travels with certified CR athletic staff
Baseball Clubhouse	Intercollegiate Athletics	Hallway Next to Training Room
Korte Stadium	Intercollegiate Athletics	East Hall Next to Train in• Room
Lukas Annex	Intercollegiate Athletics	Basement Weight Room
Softball Clubhouse	Intercollegiate Athletics	Shoe Room Next to Dugout Door
Vadalabene Center	Intercollegiate Athletics	Main Gym, SE Corner
Location Varies	Intercollegiate Athletics	Cross Country Course/ VC 2201
Student Success Ctr	Health Services	Room 0220
University Park	School of Pharmacy	Tech Management Center
University Park	School of Pharmacy	Bldg. 220 Drue Info
University Park	School of Pharmacy	Upstairs reception
University Park	School of Pharmacy	Room 1102 downstairs
Alumni Hall	School of Nursing	South Hall of Floor 2
Founders Hall	School of Education	Outside room 1301

**Alton Campus**

Dental Clinic	Operatories, Rm1400
Dental Clinic	Operatories, Rm1400
Dental Clinic	Oral Surgery
Faculty Bldg. 271	inside Main Entrance
Dental Clinic 272	Inside Main Entrance
Admin Bldg. 273	Inside Main Entrance
Science Bldg. 279	Inside Main Entrance
Classroom Bldg. 280	Inside Main Entrance

MOL 282	Main Lab Area
MOL 282	Fitness Center
MOL 283	Inside Main Entrance
Faculty Bldg. 284	Inside Main Entrance
Faculty Bldg. 285	Inside Main Entrance
Faculty Bldg. 286	Inside Main Entrance
Faculty Bldg. 287	Inside Main Entrance
Faculty Bldg. 288	Inside Main Entrance

### **East St. Louis Higher Education Campus**

Building D	Dental School	Floor 2 on crash cart
Building C	SIUE PD Floor	1 East

### ***Evacuation Procedures***

A person may be required to evacuate a building during a gas leak, fire, or chemical spill. In some cases, they may need to evacuate after an incident that causes their building to be unsafe such as after an earthquake or tornado.

**GET OUT!**

Evacuations are mandatory for fire alarms and when directed by authorities. **NO EXCEPTIONS!**

A building evacuation will be signaled by the building fire alarm, including strobe lights, audible alerts, and/or other means of emergency notification (SIUE E-Lert) or other notifications by emergency personnel.

Individuals evacuating a facility should move 500 feet away from the building. Unless emergency personnel provide alternate direction, evacuees should report to the following facilities to await instructions:

#### **Edwardsville**

- Morris University Center
- Lovejoy Library (if Morris University Center is included in the threat)

#### **Alton School of Dental Medicine**

- Building 273, Administration
- Building 279-lower level, Science Building (if Building 273 is included in the threat)

#### **East St. Louis Higher Education Campus**

- Building D
- Building B (if Building D is included in the threat)

## *Shelter-in-Place Procedures*

### What it means to Shelter-in-Place

Shelter-in-place is an action taken to seek immediate shelter indoors when emergency conditions **DO NOT** warrant or allow evacuation. These situations may include a security threat, extreme weather or dangerous air quality due to the accidental or intentional release of hazardous materials.

### How You Will Know to Shelter-in-Place

A shelter-in-place notification may come from several sources including emergency personnel, SIUE Police, University Housing staff members, other University employees, or other authorities utilizing the University's E-Lert Emergency Notification system.

### Severe Weather

- -If you are outside, proceed to the nearest protective building.
- -Once inside, proceed to the identified Storm Refuge Area or to the lowest, most interior area of the building, away from windows or hazardous equipment or materials.
- -If caught outdoors, shelter in a low-lying area or depression and lay face down, covering your head.

### Security Threat (Lockdown)

- -If outside during a lockdown emergency, seek cover in the nearest unlocked building.
- -If the buildings in the immediate area have locked exterior doors, move away from the danger, seek cover, move to another building, or leave campus if it is safe to do so.
- -Assist those who need help, but carefully consider whether you may put yourself at risk.
- -Once within a safe place, attempt to secure the space (i.e., lock or barricade doors, close windows/blinds) and stay where you are. Collect any emergency supplies and a telephone/cell phone to be used in case of emergency.
- -Remain quiet, unless making noise would be beneficial to your safety. Turn off lights and silence phones.
- **-DO NOT** open the door until a **KNOWN** law enforcement officer advises it is safe to do so or some other credible information, such as **SIUE E-Lert** Emergency Notification System, is received advising the threat is over.

## **How to Report an Emergency**

Dial 911 for any situation that requires an immediate police, fire, or medical response.

When reporting an emergency, give the following information, as calmly and precisely as possible:

- Your full name and the telephone number from which you are calling.
- The nature and location of the emergency.
- Your location: the address or building, the room number or floor, area or department.
- What you know of the number of injured people and the extent of their injuries.
- Do not hang up until the person answering the call ends the conversation. Responders may need more information. If it is safe, designate someone to meet emergency personnel at the approach to the building.

### **Stay Calm**

Do your best to stay calm, assess the situation and protect yourself.

- If possible, locate at least two emergency exits in your area.
- Silence your cell phone if necessary.
- Use the telephone only for emergency purposes.

## **How to Report a Non-Emergency Incident**

Contact the SIUE Police at 618-650-3324.

# HOSTILE INTRUDER

## Call 911

In order to know how to act when a hostile intruder situation arises, we must first define what a hostile intruder is. We will define a hostile intruder as any person who comes onto campus for the purpose of causing death or great bodily harm. This could be a subject who is armed with a firearm, knife, or any other object that could be used to cause great bodily harm to another. As such, there is no one answer of what to do when the situation occurs. In the event of a hostile intruder coming on any of the campuses of Southern Illinois University Edwardsville, the following guidance should be followed:



## Armed Intruder- Causing Violence/Active Shooter

### RUN

- If a person enters your building with a weapon, if possible, immediately **run** away from the building.
- If you think you can safely make it out of the building or area by running, then do so. When fleeing from a hostile intruder never run directly away in a straight line, you should zigzag, keeping your movements sporadic. Always try to keep objects like furniture, desks or even



buildings, trees, and vehicles between you and the intruder. Once away from the immediate area of danger, summon help (911) any way you can and warn others.

- Warn other people to get out of the area, provide assistance if able, and try to remain calm.

## **HIDE**

- If evacuating the building is not possible, immediately cover any windows or openings that have a direct line of sight into the hallway. Barricade entry doors with desks, tables, or anything that could prevent an intruder from entering the room or to slow them down. Arm yourself with an object to throw or hit the intruder with if they attempt to climb through your barricade.

- If outside windows open, are you able to get out and run? If not, close the blinds or curtains.

- Stay away from the windows. Do not try to “see what’s happening.”

- If in a hallway or open area, try to get to a classroom, an office, or other secure location and stay as quiet as possible.

- If communication is available, immediately call 911. Do not assume that someone else has called the Police.

- Turn off lights and all audio equipment.

- Do not sound the fire alarm. A fire alarm would signal to building occupants the need to evacuate the building and thus place them in potential harm as they attempt to exit.

- Keep everyone together, but do not allow one person’s decision to dictate what is best for everyone.

- If you are caught in an open area such as a hallway or lounge, etc., you must decide what you are going to do. This is a very crucial time, and it can possibly mean life or death.

- You can try to hide, but make sure it is a well-hidden space or you may be found as the intruder moves through the building or area looking for victims. Take into consideration the area in which you are hiding. Will I be found here? Is this really a good spot to remain hidden?

- If the hostile intruder is causing death or serious physical injury to others and you are unable to run or hide, you may choose to play dead if other victims are around you.

## **FIGHT**

- Your last option, if you are confronted with a hostile intruder, may be to fight. Remember, fighting back does not necessarily mean going "hands on" with the intruder. When fighting back you need to either close the distance to go hands-on or conversely, create distance between you and the intruder if possible, working your way to an exit from the room or building.

- If possible, disarm the intruder and secure the person until University Police arrive. You may have to secure the person by having several people sit on them or use an electrical extension cord to tie them up.
- Do not hold the firearm. Police will not be able to tell you from the hostile intruder if you are the one holding the firearm. Secure the firearm/s in an area where the hostile intruder could not get it back. You can place a handgun on the floor and turn a trashcan over on it and sit on the trash can until Police arrive. If it is a long gun, place it on the ground far away from the intruder and create a barricade between it and the intruder. This could take the cooperation of several people if available.
- If you are caught by the intruder and are not going to fight back, obey all commands and do not look the intruder in the eyes. This is only an option if the intruder has yet to cause death or great bodily harm. If the intruder has already caused death, then they are already committed, and having you alive does not change their situation nor does it reason with their goals and objectives.
- When the Police arrive, obey all commands. Drop anything in your hands and put them up so the police can see them clearly. You may be handcuffed or asked to keep your hands in the air or behind your head. This is done for safety reasons and once the police evaluate the circumstances, you will be given further directions to follow.

### **Armed Intruder- Not Causing Violence/Hostage Situation**

- Stay as calm as you can. When hostages panic, hostage takers panic and the situation can escalate beyond the intruder's original intentions. Be alert but maintain a low profile. You can appear calm by following directions and avoiding sensitive topics in any conversation with the hostage taker. Maintain eye contact with the captor when speaking with them but do not stare. Be as polite and friendly as possible.
- Avoid drastic action if you are not in immediate danger of death or serious physical injury. Be observant. You may be released or you may escape. The personal safety of others may depend on your memory.
- By empathizing or appearing to empathize with your captor, you may become a person to them rather than a bargaining chip. In some cases, by creating a bond, hostages have been able to make their captors unwilling to harm them. By connecting and personalizing the interactions, you buy yourself time by slowing things down. Encourage the negotiation process and keep the focus on outside contact.

- While encouraging a negotiated release or some other peaceful conclusion, remain alert to rescue efforts and escape opportunities. Drink water and eat if food is available. Rest when you can. It is important to keep your strength up and remain as healthy as possible. If medications, first aid, or restroom privileges are needed by anyone, say so.
- If things change and the intruder becomes an active killer: As a victim, you have two basic options. Escape in any way possible: through doors, windows, or stairs, and run at angles away from the threat, placing cover or obstacles between you and the danger until you are safe. Or disarm and disable the intruder as quickly as possible with as much force as needed.
- When the police arrive do not pose a threat. Show and empty your hands. Get down on the ground. Follow the orders of the police.

### **Unarmed Hostile Intruder**

- Stay as calm as you can. You can appear calm by following directions and avoiding sensitive topics in conversation with the hostile intruder. Maintain eye contact with the person when speaking with them but do not stare. Be as polite and friendly as possible.
- Call or have someone call the police and report what is happening. Be prepared to provide a description of the intruder (height, weight, race, gender, hair color, and clothing description).
- Keep your distance. When a hostile intruder comes in unarmed, distance is your friend. Try and keep an object, like a desk, in between you and if possible, try to work your way towards an exit. Be ready to run away should the intruder try and attack you.
- Do not argue with the subject. Most people in an agitated state are not able to be reasoned with.
- Wait for the police to arrive and listen to their commands. After the intruder is secured, be ready to provide a statement to the police.

**Review of the following presentations is no substitute for participating in a live training session.** For more information on how to schedule a training session contact the SIUE Police Department at 618-650-3324 or email [police@siue.edu](mailto:police@siue.edu).

**\*Caution viewer discretion is advised, disturbing images and sounds may occur.  
Some viewers may find the videos upsetting.\***

[Run. Hide. Fight. - YouTube](#)

[Options for Consideration Active Shooter Training Video - YouTube](#)

Other University videos to help with making our own:

[Violent Person on Campus: Know You Can Survive - YouTube](#)

[Missouri S&T: How to survive an active shooter - YouTube](#)

[NIH Educational Video for Active Shooter Situations - YouTube](#)

Additional Resources:

<https://www.cisa.gov/sites/default/files/publications/active-shooter-pamphlet-2017-508.pdf>

<https://www.cisa.gov/sites/default/files/publications/CISA-Active-Shooter-Pocket-Card-052022-508.pdf>

<https://www.cisa.gov/sites/default/files/publications/active-shooter-poster-2017-508.pdf>

## **Swatting threats and responses**

Swatting means dangerous and illegal fake calls about a threat.

Swatting calls can be successfully mitigated using follow-up questioning to identify inconsistencies or weaknesses in the caller's storyline or to make the caller feel their attempt is failing. Those receiving the call should ask multiple questions in quick succession, and repeat questions later in the call to identify inconsistencies.

## Bomb Threat

Bomb Threats and suspicious items should always be taken seriously. How a person responds to this kind of threat could save lives. The following procedures and resources are for you to prepare and utilize so you can react to receiving a bomb threat or suspicious item.

### If Received by Phone

- Remain calm and attempt to keep the caller on the phone as long as possible.
- If possible, signal other staff members to listen & notify Site Decision Maker(s) and authorities.
- Check for a caller ID number. Write down all the exact wording you receive.
- Keep the caller on the line for as long as possible. Listen carefully, be polite and show interest to keep them talking. Use the [DHS Bomb Threat Checklist](#) to gather as much information as possible.

After the call is complete, immediately dial 911 on a landline. Answer the questions you are asked and follow the directions provided.

### If Received Verbally

- If the perpetrator leaves, note which direction they went.
- Write down the threat exactly as it was communicated.
- Immediately dial 911 on a landline. Answer the questions you are asked and follow directions provided.
- Note the description of the person who makes the threat: Name, gender, body size, distinguishing features, race, type/ color of clothing, hair/eye color and voice (loud, deep, accent, etc.)

### If Received in Writing

- Save everything that came with the threat (e.g., envelope, container, etc.) Immediately dial 911 on a landline. Answer the questions you are asked and follow the directions provided.
- Minimize handling of the message to preserve fingerprints, handwriting/typewriter stiles, paper, and postal marks.
- If emailed, leave the message open on the computer. Print, photograph, or copy the message and subject line, note the date and time.

<https://www.cisa.gov/resources-tools/resources/dhs-bomb-threat-checklist>

### What to Do: Bomb Threat

<https://www.youtube.com/watch?v=v7JUtb-YOdg>

### If ordered to evacuate

- Emergency personnel will advise occupants to evacuate the building.
- Follow the directions provided by emergency personnel and do not re-enter an evacuation site unless directed to so.

## Earthquake

For Missouri, Illinois and neighboring states, earthquakes originating in the New Madrid Fault Zone pose the potential for massive destruction and injury within the Central Mississippi Valley. Seismologists concur that there is the probability that a Richter Scale Magnitude 6.0 to 6.5 quake could occur there at any time, or that a moderate-to-severe quake could occur sometime during the next 15 to 50 years.

During an Earthquake:

- Drop! Drop to the ground immediately.
- Cover! Take cover under a sturdy table or desk.
- Hold On! Hold on until the shaking stops. If there is not a table near you, cover your face and head with your arms and crouch in an inside corner.
- DO NOT use elevators.
- DO NOT stand in a doorway-it offers no greater protection.
- If you are outside, move away from structures, power poles, and other possible hazards.

After an Earthquake:

- Assist persons with functional needs in exiting the building.
- Walk to the nearest exit and ask others to do the same.
- Do not use elevators.
- Once outside, watch for falling debris and move to a clear area at least 500 feet away from the affected building(s). Stay away from power lines, utility poles and trees.
- Keep roadways, fire lanes, hydrants and walkways clear for emergency crews.
- If you are asked and if you wish to do so, assist emergency crews.
- Keep clear of any emergency command posts unless you have official business.
- Do not re-enter an evacuated site unless directed to do so by emergency personnel.

## **Electrical/Mechanical System Failure**

Should an electrical or mechanical system failure occur in a university building, it may become necessary to evacuate the facility. Emergency personnel will seek direction from Facilities Management prior to making a decision.

- If you are in an area where the power has failed, call 911, providing the dispatcher with your name, location and department. Describe the nature of the problem and any additional locations that are without power.
- If the lights are out, proceed cautiously to an area that has emergency lights.
- Turn off electrical equipment, computers and appliances, and anything else you were using when the power went out.
- If you are trapped in an elevator, remain calm and use the emergency telephone or call button.
- Emergency personnel will advise you when to evacuate the building. If requested, evacuate the building immediately. Move to a clear area at least 500 feet away from the building.
- Assist persons with functional needs in their evacuation efforts.
- If you are asked and if you wish to do so, assist the emergency crews.



## Evacuation of Persons with Functional Needs

It is the responsibility of all unit managers to ensure that plans are in place for assisting persons with functional needs within their operations in the event of evacuation. Plans should be in writing, provide appropriate levels of backup and be distributed to all individuals working in the unit. Persons with functional needs must have significant input into the plans, as they are best aware of the level and type of assistance needed.

When faculty are reviewing their syllabus with their classes, they should announce that in the event of an emergency, all people who may need additional help should ask for assistance.

Employees should discuss needs with immediate supervisor. Individuals with oversight of campus facilities should train staff on protocol relating to evacuation of persons with functional needs.

Please know that persons with functional needs, either unobservable or observable (i.e., medical conditions, learning differences, etc.) who may be self-sufficient under normal circumstances, may still need assistance in an emergency. If people self-identify, set aside a time to physically show them the evacuation route and discuss how you might be able to assist them in emergency scenarios. The level of assistance or need may vary depending on the limitations:

- **Visual Impairment**
  - Describe the nature of the emergency.
  - Offer your arm for guidance. Do NOT grasp a visually impaired person's arm.
  - As you walk, inform the individual of any obstacles in their path, and tell them where you are as you go. If possible, someone should follow from behind to protect the individual from being pushed down in the event of crowding.
  - When you reach safety, ask if there is any need for further assistance.
- **Hard of Hearing**
  - Know that people who are deaf or Hard of Hearing may not be able to hear an alarm go off. An alternative warning technique may be needed to gain the attention of such individuals (i.e., turning the lights on and off or using hand gestures).
  - Once you have the person's attention, continue to use appropriate communication (this may include the assistance of an interpreter, or writing a brief note with evacuation instructions, time permitting). This may also require offering the individual materials to write and communicate with if available.
- **Mobility Impairment**
  - If on an upper-level floor, individuals should proceed to a stairwell landing designated as an area of rescue to await evacuation or further instruction.
  - Ask specifically how you can best assist them, there may be individuals with specific limitations and ability for whom lifting and or moving may be dangerous to their well-being.
    - If a person with a mobility impairment cannot be lifted, they should move to an identified Area of Rescue.
    - Know that if the individual cannot be lifted or has difficulty communicating clearly, it may be necessary for someone to stay with that person to assist in communicating with first responders or rescue personnel.
    - If a person prefers to be removed from their wheelchair, always ascertain their preference in terms of how they will be removed (i.e., whether to extend extremities,

whether a seat cushion or pad must be used, being carried forward or backward on stairs, etc.)

- If in immediate danger and cannot wait in a designated area of rescue, it may be necessary to evacuate them using a carry technique or evacuation chair where available. Please only attempt rescue evacuation as a last resort if you have had training or if the person is in a life-threatening situation and cannot wait for assistance.
- **What to do in an evacuation: Check the intended evacuation route for obstacles, if possible.**
  - Remember: smoke, debris, flooding, loss of electricity, or other impediments may be present.
  - Move people who are unable to leave the building to a designated or identified area of rescue. An **area of rescue** is a building location where people can wait for emergency assistance when evacuation may not be safe or possible. Possibilities include most enclosed stairwells, an adjoining building behind fire doors, an office with a closed door located a safe distance from the hazard or exit balconies and corridors.
  - Emergency exit corridors and smoke-protected stairwells are resistant to fire and smoke for approximately 2 hours. They are the safest areas during an emergency evacuation. Rescue personnel are instructed to check all exit corridors and stairwells first for any stranded persons.
  - Assist individuals who are able to leave the building, following your planned evacuation route, if possible. Do not use elevators unless authorized to do so by police or fire personnel.
  - Report to your designated assembly area for a head count.
  - Notify emergency responders immediately about the location and condition of any people remaining in the building.
  - Do not reenter the building until authorized to do so by an appropriate authority such as police, fire department, etc.

## Fire

Call 911. If safe to do so, sound the nearest alarm.

When an alarm is sounded:

- Do not assume that it is a false alarm or drill.
- Close the office or classroom door if you are the last person to leave.
- Assist persons with functional needs in evacuating the building.
- Leave the building by using the nearest exit; do not use elevators.
- If the alarm stops (alarms may not sound continuously), continue to evacuate. Warn others who may attempt to enter the building when the alarm is not sounding.
- If the corridors or stairways are filled with smoke, or are extremely hot, remain in your room and keep the doors tightly closed. Go to the balcony or window to await rescue.
- Once outdoors, move to a clear area at least 500 feet away from the building.
- Keep roadways, fire lanes, hydrants and walkways clear for emergency vehicles and crews.
- If you are asked and if you wish to do so, assist the emergency crews.

## **Flooding**

Serious water damage can occur from sources such as broken pipes, fire sprinkler activation, clogged drains, broken skylights or windows, water main breaks, or rainstorms.

If flooding occurs:

- Remain calm.
- Call 911. Advise the dispatcher of the exact location and severity of the leak. Indicate whether any valuables, art collections or books are involved, or are in imminent danger. University Police will notify the appropriate authorities and dispatch officers to assist.
- Notify your supervisor of the extent and location of the leak.
- If there are electrical appliances or electrical outlets near the leak, use extreme caution. If there is any possible danger, evacuate the area.
- If you know the source of the water and are confident of your ability to stop it (i.e., unclog the drain, turn off water, etc.) do so cautiously.

## **Gas Odor**

If you ever smell natural gas, we want you to know exactly what to do:

- Alert those around you, then immediately leave the building and proceed to a safe location where no smell of gas can be detected.
- Until you reach a safe distance, avoid smoking and using any electronics. Do not turn on or off any lights. Stay away from the area and keep others away.
- Once at a safe location, immediately call 911.
- Do NOT try to find the leak yourself.
- DO NOT re-enter the building until emergency personnel give the “all clear” signal.

## **Hazardous Materials Spill**

If a chemical or biohazardous material is spilled and unit personnel are not familiar with its properties, the unit manager or their designee should report the incident immediately to University Police providing as much information as possible. Unit personnel should make no attempt to contain or clean up the spill unless they are familiar with the chemical or biohazardous material and its properties. If toxic chemicals come into contact with your skin or eyes, immediately flush the affected area with clear water for at least 15 minutes. Use chemical drench showers/eye wash stations if available.

Environmental Health and Safety will make arrangements for response efforts related to the spill, and, depending upon the nature of the chemical or biohazardous material involved, may order an evacuation of the site. Members of the university community located in the affected area must heed any such evacuation order, which may be coupled with the sounding of the building alarm.

## **Medical Emergency**

- Remain calm.
- Call 911 for assistance.
- Provide CPR or first aid - Do not exceed your training or knowledge when attempting to render first aid.
- Follow AED (Automated External Defibrillators) instructions.
- Designate someone to direct EMS (Emergency Medical Services) to the injured person.
- Stay with the person who is injured until help arrives.
- Do not move an injured person unless there is immediate danger of further harm.

## Severe Weather and Tornadoes

Tornado alerts from the [National Weather Service](#) are issued by counties. The University will only issue an alert for a tornado warning if the University community is included in the warning area.

### *Tornado/Severe Thunderstorm Watch*

A tornado or severe thunderstorm watch means severe weather is possibly approaching. Remain alert for approaching storms and be prepared to seek shelter if necessary.

### *Tornado/Severe Thunderstorm Warning*

- Tornado or Severe Thunderstorm Warning means threatening conditions are imminent or have been indicated by Doppler radar or reported by storm spotters. The SIUE emergency alert system is connected to the NWS and an alert will be issued automatically if a tornado warning is issued for any segment of the city that includes our main campus property.
- Monitor local TV stations, radio stations, NOAA weather radio, weather-related websites, etc., for severe weather updates.
- DO NOT wait until you see a tornado. Resist the temptation to go outside and check conditions.
- Be prepared to take shelter on the lowest level of your building or a small, windowless interior room or hallway, when a tornado warning is issued.
- Stay away from windows and exterior doors, or large free-standing expanses like lecture halls or cafeterias. Do not use elevators.
- Move to an interior hallway for shelter.



**Winter Weather**

For information about school closings or delayed starts due to snow, ice, or extreme temperatures, check the SIUE website, social media, local radio and TV news stations and media outlets.

Closings will also be sent via email and through SIUE's emergency E-Lert system.