

# EMERGENCY PREPAREDNESS | WHAT YOU NEED TO KNOW

TIPS FROM UC IRVINE EMERGENCY SERVICES (UPDATED NOVEMBER 2016)

Call 9-1-1 immediately if you have an emergency or see something suspicious on campus.

## GET IN THE KNOW

- Know the emergency exits and assembly areas for each of your classrooms
  - The closest building exit for this classroom is: \_\_\_\_\_
  - The assembly area for this classroom is: \_\_\_\_\_
  - Find campus assembly areas at: [https://em.uci.edu/zotready/\\_pdf/zone-all.pdf](https://em.uci.edu/zotready/_pdf/zone-all.pdf)
- Sign up for UCI zotALERTS
  - Receive text messages about campus emergencies and safety-related information
  - <http://www.oit.uci.edu/zotalert>
- Add the UC Irvine Emergency Information number to your cell phone
  - Have access to recorded information during an emergency
  - 866-IRV-NEWS (866-478-6397)
- Get informed
  - Learn how to respond to different emergencies
  - <http://em.uci.edu>

## EVACUATIONS: IS IT A DRILL OR IS IT REAL?

*In either event, here's what you do:*

- Take every evacuation order seriously
- Take your personal belongings, and immediately report to the designated assembly area for your classroom
- Remain in the assembly area until you receive further instructions

## EARTHQUAKE

- **DROP, COVER, and HOLD ON**
  - Seek shelter (under a desk or table, if possible), cover your head, and hold on to something sturdy
- Stay away from windows, filing cabinets, and wall-mounted cabinetry
- Assess your surroundings, and evacuate only if necessary or when you are directed to do so

## FIRE

- If you see smoke or flames inside the building, get out as quickly as possible
- If the fire alarm has not already been activated, do this yourself to alert others to the situation
- Call 9-1-1 as soon as it is safe to do so
- Report to the appropriate assembly area
- Do not re-enter the building until emergency responders have given the go-ahead to do so

## VIOLENCE/ACTIVE SHOOTER

- Call 9-1-1, if safe to do so
- **RUN:** Escape the building, if safe to do so
- **HIDE:** If you cannot get out of the building, hide in an out-of-view space
  - Lock/barricade the door
  - Turn off lights
  - Stay quiet, and silence your cell phone
  - Stay in place until law enforcement gives the "all clear"
- **FIGHT:** If the aggressor enters the room, fight back