

Anticipate how to respond in an emergency

IMPORTANT CONTACTS



Police or Fire Emergency: **911**

UCC Security Department:

- (541) 440-7777 from a cell phone
- 7777 from a campus phone

Where is the emergency?

Note building and room number for emergency responders.



Inclement Weather Closure

- Text, email, and phone messages are sent out by mass notification system. Ensure contact information is up to date in Banner.
- Listen to local radio/TV stations.

MEDICAL EMERGENCY/FIRST AID



Life-threatening:
Call 911, and then call
UCC Security at

(541) 440-7777 or ext. 7777

- Life-threatening situations may include:
 - chest pains
 - numbness in limbs
 - unconsciousness
 - severe bleeding



Non-life-threatening:
Call

- UCC Security at (541) 440-7777
- Douglas County Dispatch at (541) 440-4471

Try to stay with the victim and assist based on your first-aid training skills.

College employees may not transport ill or injured persons from the college unless a clear and present danger exists.

BUILDING EVACUATION



Leaving a building is mandatory when a fire alarm is activated or a college official instructs to do so.

Evacuate in the event of an earthquake or fire. Please follow these procedures in all cases:

- Take direction and advice from Building Marshals, where available, if you or others need help.
- DO NOT use elevators.
- If possible, assist persons with disabilities or special needs in leaving the building.
- Move away from the affected building, walls, and power lines once outside.
- If possible, assist people who may have been injured.
- Do not return to the evacuated area unless told to do so by a college official.

IN AN EARTHQUAKE



1. Drop
2. Cover
3. Hold on

Stay indoors and seek shelter under a desk or table, or stand in a corner and keep away from shelves.

Stay inside until the shaking is over and then leave the building while watching for falling debris or glass.

IN A FIRE



Activate alarm & evacuate

- Leaving a building when a fire alarm is sounding is mandatory.

IN A POWER/UTILITY FAILURE



- Notify UCC Security at (541) 440-7777.
- In the event of a suspected gas leak, immediately evacuate the building and report the natural gas odor or suspected leak to UCC Security at (541) 440-7777.



**STANDARD
RESPONSE PROTOCOL-X™**

SRP is based on these five actions: Lockout, Lockdown, Evacuate, Shelter, and Hold. In the event of an emergency, the action and appropriate direction will be identified via our notification system.



LOCKOUT! GET INSIDE. LOCK OUTSIDE DOORS.

Lockout is called when there is a threat or hazard in the area, but not on campus.



LOCKDOWN! LOCKS, LIGHTS, OUT OF SIGHT.

Lockdown is called when there is a threat or hazard on campus.



EVACUATE! TO THE ANNOUNCED LOCATION.

Evacuate is called to move students and staff from one location to another.



SHELTER! HAZARD AND SAFETY STRATEGY.

Shelter is called when personal protection is necessary.



HOLD! IN YOUR CLASSROOM. CLEAR THE HALLS.

Remain in the classroom until the "ALL CLEAR" is announced.



SUSPICIOUS PERSONS/OBJECTS

- Do not confront a suspicious person or touch a suspicious object. Immediately call UCC Security at (541) 440-7777, then call 911 if necessary.
- Provide as much information as possible and appropriate, such as description, location, direction of travel, and vehicle license number.
- If a suspicious person is attempting to leave, do not block the person's exit.



HOSTILE INTRUDER

- If a situation poses a threat, take immediate action to protect yourself. If possible, remove yourself from the situation and call 911.

