**Know Your Emergency Numbers**

- Emergency: 911
- Non-emergency: (618) 650-3324 (Edwardsville and Alton Campuses)
  (618) 482-8373 (East St. Louis Campus)

**Plan for Emergency Situations**

**Evacuations**

- Know at least 2 emergency evacuation routes, remembering that you may not be able to use the elevators.

**Residence Halls**

- If you live in a residence hall, know your emergency assembly area.

**Earthquake**

- Make a plan for what you will do should an earthquake occur. Remember to:
  1. **Stop** what you are doing.
  2. **Drop** to the ground.
  3. **Cover** yourself. Get under a large heavy piece of furniture.
  4. **Hold-on**. Tightly grab the furniture and hold-on until the shaking ceases.
- Inspect your work or living area. Look for objects that may cause injury during an earthquake such as heavy objects on high shelves, unsecured shelving, etc., and make appropriate modifications.

**Tornado**

Immediately move to a storm shelter when you are notified of an approaching tornado. Remember:

1. If you cannot get to a primary storm shelter, move to a secondary shelter or the inner most room of the building without windows.
2. Stay away from windows.
3. Avoid large rooms.

**Fire**

- Know where emergency exits are located.
- Only fight the fire if it is well within your capability and the available fire extinguisher capability. Otherwise leave the building immediately, pull the fire alarm on the way out and call 911.
- If using a fire extinguisher remember **PASS**:
  - Pull the pin.
  - Aim at the base of the fire.
  - Squeeze the trigger.
  - Spray until extinguished.

*Storm Shelter areas and emergency exits are at:
www.siue.edu/maps/downloadmaps.shtml

Pamphlet provided compliments of the Emergency Management and Safety Department.

Questions concerning this guide? Call the Emergency Management and Safety Department at (618) 650-3584.

This pamphlet design is based on the Southern Illinois University Carbondale Emergency Response Guide.
### CONTACT INFO
- **Campus Emergency**: 911
- **University Police (Non-Emergency)**: (618) 650-3324 (Edwardsville and Alton Campuses) (618) 482-8373 (E. St. Louis Campus) www.siue.edu/police/
- **e-Lert Sign Up**: Individuals may sign up for e-Lert by going to www.siue.edu/e-lert/ and clicking on the “Sign up Now”
- **ALERT NOTIFICATIONS**
  - **Siren**
    - Long Waving Blast: Tornado
    - Long Constant Blast: Any Other Emergency
  - **Sirens are tested at 10 am the first Tuesday of every month.**
  - **e-Lert Emergency Text Notification**
    - Individuals will only receive text notifications if they are signed up for the e-Lert system. See above for information.
  - **SIUE Email System Notifications**
    - All students, staff and faculty will also receive emergency notifications on their email accounts.

### EMERGENCY ACTIONS
#### CRIMINAL
- **PERSONS WITH DISABILITIES**
  - **Before an Emergency**
    1. It is the responsibility of unit managers to ensure that plans are in place for assisting persons with disabilities.
    2. Plans should be in writing.
    3. Persons with disabilities must have significant input into the plans.
  - **During an Emergency**
    1. As a first choice, move to the nearest marked exit. The person who uses a wheelchair or has a mobility impairment may use the building elevator. **BUT NEVER IN THE CASE OF A FIRE OR EARTHQUAKE.**
    2. As a second choice, when reaching a staircase ask for assistance from others in the area.
    3. Stay in the corridor or stairway landing and continue calling for help until rescued. Persons who cannot speak loudly should carry a whistle or have other means of attracting attention.

#### NATURAL
- **STORM SHELTER**
  - In the event of a tornado warning always know where the closest storm shelter is located.

### CHEMICAL
- **EMERGENCY ACTIONS**
  - **Chemical Spill**
    - Immediately inform others to leave the area.
    - If chemical comes in contact with anyone:
      1. Remove contaminated clothing
      2. Rinse eyes or any exposed skin with water for at least 15 minutes.
    - Use chemical showers if available.
  - **Radioactive/Biological Threat**
    - Evacuate those not affected.
    - Evacuees should be confined until monitored.
    - If possible, contain/clean up contaminated area.
  - **CALL**: 911
    - Inform authorities if you have been exposed to another person’s bodily fluids.
    - Do NOT let anyone enter contaminated area.

### MEDICAL
- **Injury/Illness**
  - **CALL**: 911
    - Avoid leaving seriously injured/ill person except to get help.
    - Do NOT move person unless he/she is in danger.
    - Inform authorities if you have been exposed to another person’s bodily fluids.
    - Do NOT clean-up bodily fluids unless properly trained.

### EMERGENCY RESPONSE GUIDE

### CALL 911

For more detailed information on emergency procedures go to www.siue.edu/emergencymanagement/pdf/Safety- Manual.pdf or call the Emergency Management and Safety Department at (618) 650-3584.