

If a Significant Emergency or Dangerous Situation Impacts UA ...

HERE IS WHAT YOU SHOULD KNOW:

- The safety and well-being of our students is one of our highest priorities at The University of Alabama.
- While we hope that our emergency plans will not have to be put into action, The University of Alabama has a comprehensive emergency plan in place to deal with any crisis that may occur on campus.
- The UA Police Department (UAPD) is a fully accredited law enforcement agency with highly trained professional officers who are prepared to respond to emergencies of all types.
- Other law enforcement agencies and fire departments are prepared to assist UAPD in an emergency if needed.

Call UAPD at 205-348-5454 as quickly as you can if the situation directly affects you. Stay calm, and provide information about your location, the suspect and any injuries. Stay on the phone until the dispatcher tells you to hang up.

Once the threat is confirmed and until it is resolved, we will communicate with you using one or more of these methods:

- UA Alerts, which can simultaneously deploy text messages, emails and phone calls to your cell phone, office phone and home phone.
- The campus PA system, which is located in academic buildings and residence halls, and outdoors around the campus.
- Emails sent via UA Student News and Dialog Extra.
- Media alerts through TV and radio stations and newspapers.
- The UA Home page.
- Digital signage across campus.
- Marquees on the Crimson Ride buses.
- Campus cable network.
- Social media, including Facebook and Twitter.

You will be notified that the emergency or dangerous situation has been resolved using some of these same methods to send the all clear message.

Remember:

- Keep your contact information updated! Go to http://prepare.ua.edu/?page_id=1848 for students and http://prepare.ua.edu/?page_id=3813 for faculty and staff.
- **Please refrain from using your cell phone during an emergency unless you are communicating with UAPD. Sending or receiving other calls, text messages or emails can hinder UA's ability to quickly communicate critical information to you during an emergency.**

If you receive notification of a significant emergency or dangerous situation:

Immediately take safety precautions based on your personal situation:

- Immediately move to a safe location.
- Call UAPD at 205-348-5454 as quickly as you can. Stay calm, and provide information about your location, the suspect and any injuries. Stay on the phone until the dispatcher tells you to hang up.
- Alert others, if you can do so safely.
- Stay in a safe place until you are notified that the emergency is over.

The University will provide ongoing and detailed information on the UA Home page at www.ua.edu.

IF THERE IS A TORNADO WARNING:

- Immediately move to the best available refuge area in the nearest building, as far from doors and windows as possible.
- Stay tuned to radio or television for further weather statements. UA has placed weather radios in many academic buildings and residence halls.
- Remain inside until you are notified that severe weather has left the Tuscaloosa area.

- If a tornado warning is activated, all University activities, classes, laboratories and events are automatically suspended until the all clear notification has been sent.

Remember:

- Technology allows the weather service to be more accurate in identifying the geographic areas to be included in a tornado warning. If you receive notification of a tornado warning, move to safety immediately.
- Building-specific refuge sites for severe weather are located on each building's evacuation maps, which are mounted on the interior walls of each building.

If a tornado strikes the campus or the community:

- Stay in a safe place until you are notified that the emergency is over.
- Call UAPD at 205-348-5454 as quickly as you can if the situation directly affects you. Stay calm, and provide information about your location and any injuries. Stay on the phone until the dispatcher tells you to hang up.
- UA Alerts will provide additional information about the situation and resources available to you.

IF THERE IS A FIRE OR EXPLOSION ON CAMPUS:

- You are required to evacuate a building when the fire alarm is activated or when ordered to do so by University or public safety personnel.
- Remain calm. Exits are located on each building's evacuation maps, which are mounted on the interior walls of each building. Leave through the nearest exit.
- If time permits, take your belongings with you.
- Quickly shut down any hazardous operations if possible.
- Close windows and doors.
- Walk, do not run.
- Do not use elevators.
- Alert others as you leave.
- Do not re-enter the building until authorized to do so.
- Move away from the building, and keep sidewalks, streets and fire lanes clear for responders.

If you are unable to leave the building:

- Keep the door to the room closed.
- Call UAPD at 205-348-5454 and provide your location.
- Hang an object or cloth on a window to let others know your location.
- Seal door cracks and ventilation with wet towels or clothes.
- If smoke enters the room, open an exterior window.
- If smoke enters from outside, close exterior windows.
- Stay close to the floor for clean air.
- Place a cloth around your nose and mouth to filter smoke.

IF THERE IS AN ARMED INDIVIDUAL ON CAMPUS:

The University of Alabama Police Department is trained to deal with this incident and will respond immediately upon notification.

- Immediately move to a safe location.
- Call UAPD at 205-348-5454 as quickly as you can. Stay calm, and provide information about your location, the suspect and any injuries. Stay on the phone until the dispatcher tells you to hang up.
- Alert others, if you can do so safely.
- Stay in a safe place until you are notified that the emergency is over.

Continued...

Give the dispatcher the following information:

- Building/site name and location.
- Your name and phone number.
- Exact location and number of shooters.
- Description of shooter, type of weapon, number of hostages, if any.
- Number and location of injured persons.

Remember:

The following suggestions are general in nature and may not apply in all circumstances. Always be aware of your surroundings as you determine how best to protect yourself.

Leave the area

If there is an accessible escape path, attempt to leave the premises. Be sure to:

- Have an escape route and plan in mind.
- Evacuate regardless of whether others agree to follow.
- Leave your belongings behind.
- Help others escape, if possible.
- Prevent individuals from entering an area where the active shooter may be.
- Keep your hands visible.
- Follow the instructions of any police officer.
- Do not attempt to move wounded people.
- Call 911 or 205-348-5454 (UAPD) when you are safe.

Hide

If evacuation is not possible, find a place to hide where the active shooter is less likely to find you. Your hiding place should:

- Be out of the active shooter's view.
- Provide protection if shots are fired in your direction (i.e., an office with a closed and locked door).
- If possible, try not to trap yourself or restrict your options for movement.

To prevent an active shooter from entering your hiding place:

- Lock the door.
- Blockade the door with heavy furniture.

If the active shooter is nearby:

- Lock the door.
- Silence your cell phone and/or pager.
- Turn off any source of noise (i.e., radios, televisions).
- Hide behind large items (i.e., cabinets, desks).
- Remain quiet.

If leaving the premises and hiding are not possible:

- Remain calm.
- Dial 911 or 205-348-5454 (UAPD) if possible to alert police of the active shooter's location.
- If you cannot speak, leave the line open and allow the dispatcher to listen.

As a last resort, take action against the shooter

As a last resort, and only when your life is in imminent danger, attempt to disrupt and/or incapacitate the active shooter by:

- Acting as aggressively as possible against him/her.
- Throwing items and improvising weapons.
- Yelling.
- Committing to your actions.

When the police arrive, they may not know who the shooters are. Since perpetrators may attempt to hide in the crowd, it is imperative to obey all law enforcement commands. Officers may order everyone to raise their hands or even place handcuffs on them. This is done for safety reasons to prevent further injury and possible escape by the perpetrator(s).

IF THERE IS A MEDICAL EMERGENCY:

If someone on campus needs emergency medical care, call UAPD at 205-348-5454. When you call for help, remember:

- The victim should not be moved, except to be removed from life-threatening conditions.
- Someone should stay with the victim until help arrives.
- Give the dispatcher complete directions to the victim's location.
- Accurately describe what happened.
- Stay on the line until dispatch tells you to hang up.
- Guide emergency officials to the victim.
- Stay back and keep others out of the way of emergency officials. Before you leave the scene, check with a police officer to see if further information is needed.

Remember:

For medical emergencies, go to DCH Regional Medical Center, located on University Boulevard near the eastern perimeter of campus. DCH has a 24-hour emergency department. The UA Student Health Center, which provides non-emergency care, closes after its normal hours of operation.

IF YOU ARE ASKED TO SHELTER IN PLACE:

Shelter in place is the opposite of evacuation. Instead of leaving a building, you should remain inside; persons outside should seek shelter within a structure for safety. Typically, this strategy is used during severe weather; however, it may also be used during a shooting incident or a hazardous chemical release, where the hazard of breathing outside air is greater than remaining inside a building.

- Seek an interior room without windows.
- In a hazardous substance situation, turn off all ventilation systems such as air conditioners/heating units, bathroom/exhaust fans or air handlers.
- Close all windows and doors.
- Make laboratories safe.
- Monitor the event through the UA website (www.ua.edu), or UA Alerts.
- Remain in the shelter until you are advised that it is safe to leave.
- Do not use elevators.
- Avoid areas with glass or windows.
- Avoid shelter in automobiles.

IF YOU ARE THE PARENT OF A UA STUDENT:

- The University's first priority will be communicating with the campus community, so that our students, faculty and staff have the information they need to be as safe as possible during an emergency.
- We know you will be worried and anxious, but please refrain from contacting your student during an emergency that impacts UA so that the wireless and wireline telecommunications networks remain free for critical emergency communications. Calls, text messages and emails will clog the networks and hinder UA's ability to quickly communicate with your student during an emergency.
- The University's website (www.ua.edu) will constantly post updated and accurate information about the emergency. Please refer to this website and keep the communications networks open for emergency messages to our students, faculty and staff. Emergency information is also communicated via UA's Facebook and Twitter accounts.

TERMS YOU SHOULD KNOW:**Lockdown**

A term used to describe an emergency procedure that controls or restricts access to buildings for safety reasons. Because The University of Alabama has more than 300 buildings, an open campus and a state highway that bisects the property, it is not possible to lockdown the entire campus. However, it is possible to lockdown specific buildings.

Suspend Normal Operations

A term used when the University temporarily suspends normal operations and activities. The suspension occurs if there is a significant emergency or dangerous situation (i.e., severe weather). The suspension generally includes academic classes/instruction, business operations, sporting events, conferences, socials and outdoor activities. During a suspension of normal operations and activities, essential personnel (as determined by the circumstances) continue to provide needed services until the significant emergency or dangerous situation has been resolved.

Best Available Refuge Area

Areas within existing buildings that are likely to provide the best option for safety during a tornado.

Mobility Impairment Guide

An emergency planning guide developed to help persons with mobility impairment. The guide can be found at beready.ua.edu or this link: http://prepare.ua.edu/?page_id=4086

CONTACT INFORMATION YOU SHOULD KNOW:**UAPD****205-348-5454****UA Home Page****www.ua.edu****Emergency Preparedness Website:****www.beready.ua.edu**