

EMERGENCY ACTION PLAN SUMMARY



IMPORTANT EMERGENCY PHONE NUMBERS:

UGA Police: (706) 542-2200 or 911 Emergency line
(706) 542-1188 (TTY Hearing Impaired)

The University of Georgia Police Department is the primary contact for all campus emergencies. Calls will be routed to the appropriate campus and local responders from UGA Police Communications.

Emergency Response Actions:

Fire - When the fire alarm is activated, evacuation is mandatory • **Evacuate the building immediately** • Do not use the elevators • Take personal belongings with you (keys, purses, wallets, etc.) • Call the UGA Police • Follow directions given by your building's emergency coordinator, fire department, or the police • Help those needing assistance to move from the area • Do not re-enter the building until authorized to do so by emergency personnel

Tornado/Severe Weather – Monitor local TV stations, radio stations, NOAA weather radio, weather related Internet sites, etc. • Be prepared to take shelter on the lowest level of your building • Do not pull the fire alarm • Stay away from windows • Move to an interior hallway • Wait for an all clear notification prior to returning to your work area or classroom • If outdoors, lie in a ditch, low-lying area, or crouch near a strong building if shelter is not available or if there is no time to get indoors

Medical Emergency - Call the UGA Police • Provide your name, location, number of people injured, and description of the medical emergency • Stay on the phone for instructions of what to do

Armed Intruder – Call the UGA Police • In case of an immediate life-threatening event, each individual should take whatever actions are necessary to protect his or her own life • If it is possible to flee the area safely and avoid danger, do so • If flight is impossible, lock (or barricade) all doors and secure yourself in a safe area • Remain in place until an “all clear” is given by an authorized person or law enforcement official

Chemical Spill/Hazardous Materials Emergency - Call the UGA Police • Provide information on the type of chemicals (if known), size of the spill, and possible exposures • Evacuate the area and the building based on instructions from emergency personnel • The evacuated area should remain evacuated until an all clear indication is given by the appropriate authorities • Do not leave the area as decontamination may need to be conducted

How Will You Be Notified of a Campus Emergency?

- UGA *Alert* System – Emergency notifications via phones, cell phones, and email (see www.ugaalert.uga.edu for more information)
- Campus T.V. Emergency Alert System- Campus cable T.V. stations
- Outdoor Tornado Warning Sirens – Audible sirens to alert people outdoors of a tornado warning
- Building Notification Systems – NOAA Weather radios, Arch News, phone trees, local radio stations
- UGA Building Safety & Security Representatives www.osep.uga.edu/bssr_registration for more information)

The University of Georgia Office of Security & Emergency Preparedness
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