

Contact	Emergency & Actions to Take
<p>Threat of injury, death, property damage</p> <p>CALL 911</p>	<p>Active Shooter/Violent Incident –</p> <p>RUN: Evacuate if a safe route is available and call 911 when safe to do so.</p> <p>HIDE: If it is unsafe to escape, hide in an area out of view and lock the door and block entry, stay behind solid objects away from the door, turn off lights and computers and silence cell phones.</p> <p>FIGHT: Be prepared to defend yourself if necessary.</p> <p>Bomb Threat - Obtain as much information as possible i.e., location of the device, when will it go off, what it looks like, why was it placed, etc. Direct someone to call 911 from a different phone.</p> <p>Civil Disturbance</p> <p>Explosion - Evacuate and call 911 when safe to do so.</p> <p>Fire - Activate nearest fire alarm and evacuate. Call 911 when safe to do so.</p> <p>Medical Emergency - Follow directions from the 911 operator.</p> <p>Suspicious Object - Do not touch or disturb the object.</p>
<p>Facilities Issues</p> <p>Call Health System Physical Plant at 924-2267</p>	<p>Elevator Outage</p> <p>Flooding - Do not touch electrical equipment if in contact with water. Remove sensitive items from area.</p> <p>Freezer Outage - Request the School of Medicine spare freezer and/or dry ice.</p> <p>Gas Leak</p> <p>Odors Other Than Smoke</p> <p>Utility Outage: Electrical, Cooling, Heating, Power, Vacuum, Water, Sewer - Ensure that critical equipment is served by emergency power and functioning. Access extension cords and dry ice as needed.</p>
<p>Call Environmental Health & Safety at 982-4911</p>	<p>Hazardous Materials Spill – Move away from spill, isolate and deny entry to the area. Notify your supervisor. Trained employee cleans up spill with PPE and clean-up supplies.</p>
<p>Technology Issues</p>	<p>Computer Problem - Call HSTS Help Desk at 924-5334.</p> <p>Telephone Outage in 1222 JPA/FUS/McKim Hall/PCC/West Complex – Call HSTS Help Desk at 924-5334 from a working device.</p> <p>Telephone Outage In All Other Locations – Call UVA Help Desk at 924-4357 from a working device.</p>