**EMERGENCY PROCEDURES**

**BUILDING FLOOD**
- DO NOT walk through flood water—it could be electrically charged or contaminated.
- Call Campus Security.
- If possible, shut off power to the affected area.
- Move all hazardous chemicals and vulnerable equipment to countertops.
- Turn off computers and other voltage-sensitive equipment.
- If in science labs, secure experiments and shut off research gases.
- Move cautiously to an emergency exit and evacuate the building if safety is a concern.
- DO NOT re-enter the building until directed by emergency personnel.

**HAZARDOUS MATERIALS**
- If not trained to manage the release or spill clean-up, call Campus Security.
- If there is risk of fire or explosion, call 911.
- DO NOT operate electrical devices, phones, light switches or equipment in the spill area.
- Alert people in the immediate area to evacuate if toxic materials have spread.
- Evacuate to building assembly points.

**BUILDING FLOOD**
- If not trained to manage the release or spill clean-up, call Campus Security.
- If there is risk of fire or explosion, call 911.
- DO NOT operate electrical devices, phones, light switches or equipment in the spill area.
- Alert people in the immediate area to evacuate if toxic materials have spread.
- Evacuate to building assembly points.

**SUSPICIOUS PERSON/OBJECT**
- DO NOT confront the person.
- DO NOT block the person's access to an exit.
- Call 911 and Campus Security. Give as much information as possible, including description and direction of travel.

**SUSPICIOUS PERSON/OBJECT**
- DO NOT touch or disturb object.
- Call 911 and Campus Security.

**NATURAL GAS LEAK**
- DO NOT pull fire alarm. Call Campus Security.
- Assist with building evacuation by word-of-mouth.
- Once outside, move to designated building assembly points and DO NOT re-enter the building until directed by emergency personnel.

**HAZARDOUS MATERIALS**
- DO NOT pull fire alarm. Call Campus Security.
- Assist with building evacuation by word-of-mouth.
- Once outside, move to designated building assembly points and DO NOT re-enter the building until directed by emergency personnel.

**MEDICAL EMERGENCY**
- Call 911 and ask for an ambulance. Provide your name and location on campus, including building and room number.
- Call Campus Security.
- If trained, administer CPR or first aid.
- If not trained, direct first responders to the incident location.

**POWER OUTAGE**
- Turn off computers and other voltage-sensitive equipment.
- If in science labs, secure experiments and shut off research gases.
- Move cautiously to an emergency exit and evacuate the building if safety is a concern.
- DO NOT re-enter the building until directed by emergency personnel.

**THREAT OF VIOLENCE**
- Quickly determine the best way to protect yourself and call 911 when safe to do so.

**EVACUATE**
- Consider safe evacuation of the area only if you know the location of the threat. When evacuating, keep your hands visible and follow police instructions.

**HIDE OUT**
- Barricade doorways and entrances using any means available.
- Close window/door blinds.
- Stay behind solid objects away from the door and turn off the lights.
- Minimize noise from your location.
- Turn off your cell phone ringer, alarms and vibration.

**TAKE ACTION**
- Only confront a violent or potentially violent person as a last resort. Attempt to incapacitate the threat using physical aggression.

**SUSPICIOUS PERSON**
- DO NOT confront the person.
- DO NOT block the person’s access to an exit.
- Call 911 and Campus Security. Give as much information as possible, including description and direction of travel.

**SUSPICIOUS OBJECT**
- DO NOT touch or disturb object.
- Call 911 and Campus Security.

**EMERGENCY INFORMATION UPDATES**
- uvic.ca | CFUV 101.9 FM
- UVic emergency information line: 250-721-8620 | 1-888-721-8620
- UVic Emergency Planning
  - uvic.ca/services/emergency
- Emergency Preparedness Tips: @PrepareUVic
- Emergency Information: UVicEmerg

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You are here:

<table>
<thead>
<tr>
<th>Building Name</th>
<th>Room #</th>
<th>Phone #</th>
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Building Assembly Point: Campus Assembly Area:

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Created by the Emergency Planning Office with assistance from Campus Security Services, Facilities Management, Occupational Health, Safety and Environment, and University Communications + Marketing

Emergency Preparedness Tips: @PrepareUVic | Emergency Information: @UVicEmerg | uvic.ca/alerts

Oct 2016