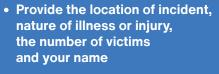


CARLETON UNIVERSITY EMERGENCY PROCEDURES

ON-CAMPUS: 613-520-4444, Ext. 4444 (from any campus phone) - OFF-CAMPUS: 911 **EMERGENCY NOTIFICATIONS: Carleton Mobile App, Email and Computer**

MEDICAL EMERGENCY







- DO NOT use elevators
- Leave the area, pull fire alarm and close the door
- Evacuate the area and proceed to a safe destination site



GAS LEAK

- DO NOT turn lights on or off
- DO NOT use cellphones or radios
- DO NOT activate fire alarm
- Evacuate the area and proceed to a safe destination site Once safe, call **Campus Safety Services** at ext. 4444 or 613-520-4444



SUSPICIOUS BEHAVIOUR

- Immediately call **Campus Safety Services at** ext. 4444 or 613-520-4444 to report emergencies or suspicious behaviour
- For non-emergencies call ext. 3612 or 613-520-3612



SUSPICIOUS PACKAGE





- From a landline call Campus Safety Services at ext. 4444 or 613-520-4444
- Proceed as instructed by emergency personnel



SEVERE **WEATHER**

- Seek shelter immediately
- Move to lowest level in building
- Move to interior area of building (hallways/rooms)
- Stay away from windows, skylights and glass







Evacuate the area

Once safe, call Campus Safety Services at ext 4444 or 613-520-4444

Provide detailed information on spill

Be available to assist the response with information



ACTIVE

ATTACKER

RUN

If there is an accessible escape path. try to evacuate the area

HIDE

If evacuation is not possible. find a place to hide where the attacker is less likely to find you

DEFEND

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



SPILL

SMALL SPILLS

If trained, attempt to contain the spill

Neutralize if possible, collect and clean

Contact your supervisor and/or **EHS** to complete a report

CYBER ATTACK



- DO NOT open attachments or click on links in emails
- If you receive an email which looks suspicious, delete it
- Report suspicious activity to **Information Technology Services** at its.service.desk@carleton.ca





- Seek shelter
- Contact Facilities Management and Planning at 613-520-3668
- Follow instructions from Carleton officials and emergency personnel
- DO NOT use elevators
- DO NOT use candles



FLOOD

- EVACUATE and remain away from any flooded areas
- Report to Facilities Management and Planning at 613-520-3668
- For imminent danger or lifethreatening conditions, call **Campus Safety Services at** ext. 4444 or 613-520-4444 (911, if off-campus)



TORNADO



- Move to lowest level in building
- Move to interior of building (hallways/rooms)
- Stay away from windows, skylights and glass



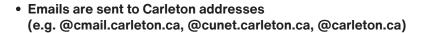
- **EARTHQUAKE** DROP to your hands and knees
 - COVER your head and neck with your arms
 - HOLD ON to any sturdy furniture



INFECTIOUS DISEASE

- Notify your physician or health care provider by phone and follow their instructions
- If condition is life-threatening, call Campus Safety Services at ext. 4444 or 613-520-4444 (911, if off-campus)









• Push notifications are sent via Carleton Mobile





- COMMUNITY TRAINING https://carleton.ca/emergency/training-and-events
- COMMUNITY EMERGENCY RESPONSE TEAM Learn more about the CERT program and sign-up as a volunteer at https://carleton.ca/emergency/cert/
- LEARN HOW TO BE #CUREADY https://carleton.ca/emergency/cu-ready/

KNOW THE RISKS · STAY INFORMED · HAVE A PLAN · BUILD A KIT





