

PHONE NUMBERS

Emergency	911
ECU Police.....	252-744-2246
<i>(Health Sciences)</i>	
Environmental Health and Safety.....	252-328-6166
<i>(Chemical/Oil Spills)</i>	
Prospective Health.....	252-744-2070
<i>(Biological/Radioactive/Bodily Fluids/Employee Injury)</i>	
Facilities Services.....	252-744-2251
<i>(Health Sciences)</i>	
ECU Cares.....	252-737-5555

WEB SITES

ECU Alert	www.ecu.edu/alert
ECU Police.....	www.ecu.edu/police

FIRE/EVACUATION

- Activate the nearest fire alarm, and call 911.
- Confine the fire/smoke by closing windows and doors.
- Extinguish the fire if you have been trained and it is safe to do so.
- If a fire alarm is activated, evacuation is mandatory— even if you don't smell smoke.
- Follow directions given by your safety representative.
- Do NOT use elevators.
- Assist persons with disabilities to area of rescue assistance.
- Do not reenter the building until authorized by emergency personnel.
- Proceed to your designated meeting location.

EARTHQUAKE



ADVERSE WEATHER

- For up-to-date information: Monitor local radio and television stations. Visit the ECU Alert website at www.ecu.edu/alert. Call 252-328-0062 (faculty and staff). Call 252-744-5080 (ECU Physicians).
- Be prepared to shelter in place until you are notified by authorized personnel that it is safe to leave.
- A watch means that severe weather is possible in the watch area.
- A warning means that severe weather has been sighted in the warning area.

THUNDERSTORM

- Do not handle electrical equipment

TORNADO

- Seek shelter immediately!
- Move to an interior room or hallway on a lower floor.
- Stay away from windows.
- Have a way to receive emergency alerts while sheltering

FLOOD

- Do not walk or drive through flowing water or flooded areas
- Stay away from electrical lines



PREPAREDNESS

- Know your area's safety representative and evacuation procedures, including the location of all exits.
- If working with petroleum or hazardous materials, keep spill clean-up supplies nearby.
- Get a battery-operated weather radio and flashlight.
- Discuss preparedness plans with students, staff, and faculty.

For More Information, Visit
www.ecu.edu/oehs/ or
www.ecu.edu/alert



HAZARDOUS SPILLS

- Avoid contact with spill and evacuate building.
- Use emergency showers if exposed to spill.
- If deemed necessary, sound the building fire alarm to evacuate building.



BOMB THREAT

- Remain calm. Keep the caller on the phone as long as possible.
- Use the Bomb Threat Checklist (see back) to gather and record as much information as possible.
- Immediately report the threat to ECU Police (Health Sciences) at 252-744-2246 or by calling 911.
- Follow instructions of emergency personnel.



SUSPICIOUS PACKAGE

- Do not touch or disturb the object or package.
- Call ECU Police (Health Sciences) at 252-744-2246 or 911
- Notify your supervisor and/or your safety representative.
- Stay in area until released.



ACTIVE SHOOTER

- Remember RUN.HIDE.FIGHT
- Lock and barricade all doors.
- Turn off lights and close blinds.
- Silence cell phones.
- Take advantage of cover/ protection.
- Remain until "All Clear" is given.
- Monitor www.ecu.edu/alert if safe to do so.



ECU
LiveSafe
ecu.edu/livesafe



BOMB THREAT CHECKLIST

QUESTIONS TO ASK EXACT WORDING OF THE THREAT.....

1. Where is the bomb located? _____
2. What time is it set to go off? _____
3. What does the bomb look like? _____
4. What kind of bomb is it? _____
5. What will cause it to explode? _____
6. Did you place the bomb? _____
7. Why? _____
8. What is your address? _____
9. What is your name? _____

Sex of caller: Male Female Age: _____ Race: _____ Length of call: _____
 If your phone has caller ID, what phone number was indicated on the display? _____

CALLER'S VOICE.....

- | | | | | | |
|---------------------------------|---|---|---------------------------------------|-----------------------------------|---------------------------------|
| <input type="checkbox"/> Calm | <input type="checkbox"/> Laughing | <input type="checkbox"/> Lisp | <input type="checkbox"/> Disguised | <input type="checkbox"/> Soft | <input type="checkbox"/> Angry |
| <input type="checkbox"/> Crying | <input type="checkbox"/> Raspy | <input type="checkbox"/> Accent | <input type="checkbox"/> Loud | <input type="checkbox"/> Excited | <input type="checkbox"/> Normal |
| <input type="checkbox"/> Deep | <input type="checkbox"/> Stutter | <input type="checkbox"/> Deep breathing | <input type="checkbox"/> Slow | <input type="checkbox"/> Distinct | <input type="checkbox"/> Ragged |
| <input type="checkbox"/> Nasal | <input type="checkbox"/> Cracking voice | <input type="checkbox"/> Familiar | <input type="checkbox"/> Other: _____ | | |

If the voice was familiar, who did it sound like? _____

BACKGROUND SOUNDS

- | | | | | |
|--|-----------------------------------|--|---------------------------------|--|
| <input type="checkbox"/> Street noises | <input type="checkbox"/> Music | <input type="checkbox"/> PA system | <input type="checkbox"/> Static | <input type="checkbox"/> Factory machinery |
| <input type="checkbox"/> House noises | <input type="checkbox"/> Clear | <input type="checkbox"/> Local | <input type="checkbox"/> Voices | <input type="checkbox"/> Office machinery |
| <input type="checkbox"/> Motor | <input type="checkbox"/> Aircraft | <input type="checkbox"/> Long distance | <input type="checkbox"/> Booth | <input type="checkbox"/> Animal noises |
| <input type="checkbox"/> Train | <input type="checkbox"/> B ells | <input type="checkbox"/> Other: _____ | | |

THREAT LANGUAGE

- | | | | |
|--|---|-------------------------------------|---|
| <input type="checkbox"/> Foul | <input type="checkbox"/> Irrational | <input type="checkbox"/> Incoherent | <input type="checkbox"/> Well spoken (educated) |
| <input type="checkbox"/> Tape recorded | <input type="checkbox"/> Message read by threat maker | | |

Remarks.....

Immediately following the bomb threat, fill out the following below

I reported the threatening call immediately to _____ Date ___/___/___
 Time: _____ Position of person to whom I reported the threat: _____

Did the caller indicate knowledge of the building: Yes No If so, how? _____

Was the call made from inside or outside? Inside Outside

Your name: _____ Title: _____ Office: _____

Phone number/extension the call was received on: _____ Type of phone: _____

Is the extension listed or unlisted? Listed Unlisted