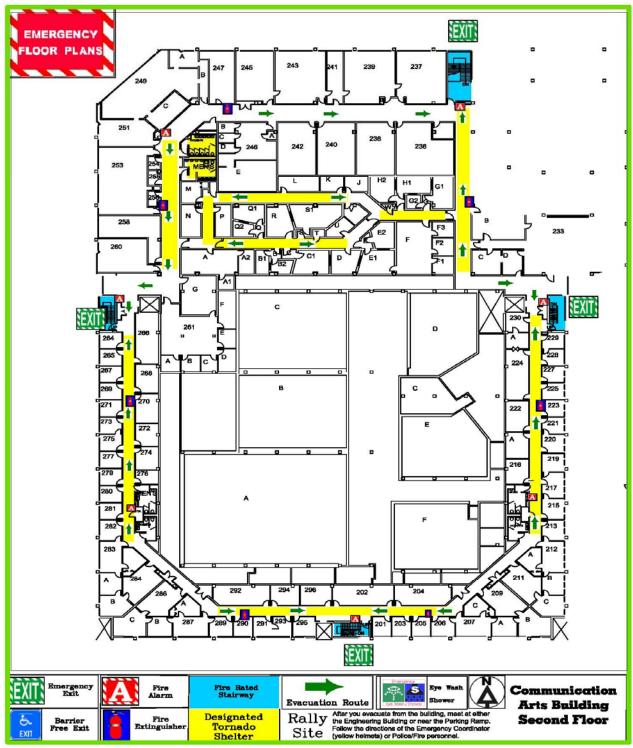
COMARTSCI EMERGENCY GUIDELINES

FIRE	 In case of fire: Pull the alarm and call 911 Evacuate building through closest and safest exit (see back for floor emergency plan) Follow directions of Emergency Action Team members (wearing yellow vests), Fire, Police, and EMS officials.
SEVERE WEATHER	 In case of severe weather: Sirens will sound and phone calls/text message will be sent through MSU Alert System Move to safe shelter area immediately (see floor plan on back) Follow directions of Emergency Action Team members (wearing yellow vests), Fire, Police, and EMS officials.
ACTIVE Violence	 In case of active violence: If the incident is near you, secure in place. (Find interior room, and lock/barricade the door. Turn off light, silence phones, draw blinds, move away from window. Await further instruction from MSU alert system and Emergency Personnel. Do not leave until "All Clear" is received). If you can evacuate, do so immediately. (Run—Plan an escape route, leave belongings, when safe call 911.) Follow directions of Emergency Action Team members, Fire, Police, and EMS officials.
Bomb Threat	 In case of a bomb threat: If you receive the call, stay calm and do not hang up. Get the attention of someone nearby to have them call 911. Ask questions and write down all details. (Caller information, back-ground noises, location of bomb, when it will explode, type of explosive, etc.). Follow directions of police officials.
Hazardous Material	 In case of a hazardous material threat: Depending on the situation, may need to seek shelter inside OR evacuate building. Follow directions of Emergency Action Team members (wearing yellow vests), Fire, Police, and EMS officials. Seek shelter INDOORS if chemical material detected NEARBY. Close all doors, windows, and vents. Seal gaps under doorways. EVACUATE building if chemical material detected INSIDE. Evacuate building through closest and safest exit.
YOU ARE HERE	
BUILDING	PHONE NUMBER
ADDRESS	



Produced by Hickigan Shalo University DPPS and was updatud on

EMERGENCY ACTION TEAM MEMBERS

2nd Floor: Carol Karber, Marlene Wilkins, Alicia Krauss, Julie Fusi, Kelly Feinberg, Teresia Hagelberger, Carol McDonald

MSU ALERT SYSTEM

Sign up for the MSU Alert System at:

www.alert.msu.edu