



EMERGENCY PROCEDURES

ARKANSAS TECH UNIVERSITY - OZARK CAMPUS

EVACUATION INFORMATION

- Evacuate the building using the nearest exit (or alternate if nearest exit is blocked).
- Take personal belongings (keys, purses, wallets, etc.)
- Secure any hazardous materials or equipment before leaving.
- Follow directions given by evacuation wardens.
- Go to Evacuation Assembly Point designated in this building's evacuation plan and on building emergency evacuation signs.
- Assist persons with disabilities or special needs.

POWER OUTAGE

- Remain calm; provide assistance to others if necessary.
- Move cautiously to a lighted area. Exits may be indicated by lighted signs if the emergency power is operating.
- Turn off and unplug computers and other voltage sensitive equipment.

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FIRE

- Activate the nearest fire alarm pull station and call 9-1-1 if possible.
- Evacuate the Building.
- Do not enter building until authorized by emergency personnel.

EMERGENCY TEXT MESSAGING SYSTEM

- An emergency early warning system is available as an additional means of communicating with the campus community during emergency situations.
- To sign up for the service, send the word "TECHOC" to the number 50618. Leave the subject line blank. After the message is sent, the sender should receive a confirmation message.
- Everyone registered will receive text alerts when an emergency threatens the campus.

HAZARDOUS MATERIALS RELEASE

- If an emergency or if anyone is in danger, call 9-1-1.
- Move away from the site of the hazard to a safe location.
- Follow the instructions of emergency personnel.
- Alert others to stay clear of the area.
- Notify emergency personnel if you have been exposed or have information about the release.

TORNADO WARNING

- A tornado warning is issued when a tornado is occurring.
- Follow directions of University officials
- Seek shelter Immediately.
- Go to the lowest available floor in the building and stay away from windows, doors, and outside walls.
- If in a vehicle or outside seek shelter in the nearest structure with a strong foundation.
- If there is no structure nearby lie in a ditch or low spot.
- Stay put until the danger has passed.

SUSPICIOUS PERSON

- Do not physically confront the person.
- Do not let anyone into a locked building/office.
- Do not block the person's access to an exit.
- Call 9-1-1. Provide as much information as possible about the person and their direction of travel.

SUSPICIOUS OBJECT

- Do not touch or disturb the object.
- Call 9-1-1.
- Notify your supervisor the building coordinator, or the Resident Assistant.
- Be prepared to evacuate.