**EMERGENCY PROCEDURES**

**MEDICAL EMERGENCY**
- Call 911
- Control bleeding
- Administer CPR/AED
- Use appropriate protective equipment

**FIRE, EXPLOSION, SMOKE**
- Pull fire alarm
- Evacuate the area
- Call 911

**WEATHER EMERGENCY**
- Seek cover
- Lowest level
- Interior wall
- Cover your head

**GAS LEAK**
- Evacuate the area
- Call 911
- Do not smoke
- Do not cause a spark

**ACTIVE SHOOTER**
- Run → Hide → Fight
- Stay calm, think, make a plan
- Cooperate fully with law enforcement

**EVACUATION PROCEDURES**
- Evacuate the building for any fire alarm or when ordered to do so by authorized personnel
- Treat every alarm as a real event
- Use the nearest marked exit
- Crawl or walk UNDER smoke
- Do not use elevators
- Assist any mobility-impaired person
- Move upwind of any air borne threat (face away from the threat, face into the wind)
- Do not look for personal items
- After exiting, move to designated gathering area

**SUSPICIOUS PERSON**
- Do not approach
- Notify the campus switchboard *(dial “0” from campus phone)*
- Give description, location and direction

**SUSPICIOUS ITEM**
- Do not touch the item
- Notify the campus switchboard *(dial “0” from campus phone)*
- Clear the area
- Keep people away

**BOMB THREAT**
- Ask:
  - Where is the bomb?
  - What does it look like?
  - When will it explode?
- Call 911

**FIRE, EXPLOSION, SMOKE**
- Pull fire alarm
- Evacuate the area
- Call 911

**SUSPICIOUS PERSON**
- Do not approach
- Notify the campus switchboard *(dial “0” from campus phone)*
- Give description, location and direction

**SUSPICIOUS ITEM**
- Do not touch the item
- Notify the campus switchboard *(dial “0” from campus phone)*
- Clear the area
- Keep people away

Campus Switchboard:
- Beatrice 402-228-3468
- Lincoln 402-471-3333
- Milford 402-761-2131

SCC Safety & Security Office

SCC Safety and Security Office | 301 S. 68th St. Place, 5th Floor | Lincoln, Nebraska 68510 | Phone: 402-323-3628 | Fax: 402-323-3420

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