

EMERGENCY ACTION PLAN (EAP)

Explosions

In the event of a building explosion (related to fires or from a vehicular/aircraft explosion into a building on campus), take the following actions:

1. Immediately take cover under tables, desks and other objects, which will give protection against falling/flying glass or debris.
2. After the initial effects of the explosion and/or fire have subsided, notify Campus Safety at ext. 4000. Give your name and describe the location and nature of the emergency. Be sure to notify Campus Safety of any special hazards, like gas leaks and power failures.
3. Unless instructed otherwise, seek shelter in place.
4. If the explosion threatens you and other building occupants, or if you are instructed to do so, activate the building alarm to signal that an emergency exists. Walk quickly to the nearest marked exit, and proceed to the building's initial gathering point.
5. When evacuating a building, assist the handicapped in exiting the building. While elevators are reserved for handicapped persons during evacuations, **DO NOT USE ELEVATORS IF THERE IS AN ACTIVE FIRE.** Assist handicapped persons by any alternative means.
6. Following emergency evacuations, your designated place of shelter is the primary assembly point, or alternate assembly point if the emergency is impacting your primary location. Proceed to your assembly point once instructed to do so by your Building Coordinator, RA, faculty member or supervisor. Keep streets, fire lanes, hydrants and walkways clear for emergency vehicles and crews.
7. If requested, assist Emergency crews as necessary.
8. A Command Post may be set up near the emergency site. Keep clear of the Command Post unless you have official business.

IMPORTANT—DO NOT RETURN TO AN EVACUATED BUILDING until and unless told to do so by College officials. And remember—during an actual emergency resulting in a building evacuation, **HEADCOUNTS** are to be performed at the assembly point(s), not the initial gathering point. Stay there until an accurate **HEADCOUNT** has been taken.