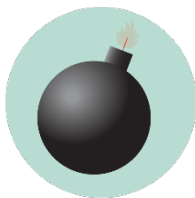


UNIVERSITY MACHINE SHOP EMERGENCY GUIDELINES

Call or text 911 in life threatening emergencies



FIRE



BOMB THREAT



**GAS
LEAK**



HAZMAT



**SEVERE
WEATHER**



HAZMAT

Evacuation

PROMPTS: Fire alarm, direction from the UNT Police or City of Denton Fire Department, an Eagle Alert, a visibly life-threatening situation

- Gather those around you and quickly leave through the nearest exit.
- Ask those around you with limited mobility if they need help and provide assistance, as able.
- If you take notice of someone unable to evacuate, note their location and tell first responders as soon as possible.
- Those with access and functional needs should immediately go to the nearest fire refuge area and call 911.
- Move at least 200 feet away from the building and stay off fire lanes.
- Comply with directions from first responders.

Shelter

PROMPTS: Eagle Alert, Outdoor Warning Sirens

- Go indoors immediately.
- Seek shelter on the lowest level of the building, away from windows and exterior walls.
- For tornadoes: Encourage others to shield their head and neck with arms and putting material such as furniture and blankets around themselves.
- If the event is HAZMAT related, completely turn off or seal off all external air sources including windows, doors, and air vents.
- Stay in shelter until an Eagle Alert is sent telling you it's safe to leave.

Respond to a Medical Emergency

- Call 911 (or have someone call 911 for you).
- Send others to get an AED and to meet first responders at the door.
- Ask the individual if you have their permission to assist them.
 - If **YES**, provide first aid to the extent that you feel able .
 - If **NO**, move away from the individual and wait for first responders.
 - If **unconscious**, you have implied consent to provide assistance, as long as you are not negligent.
- Assist paramedics as needed when they arrive.
- Gather info and report the incident to Risk Management Services.

Run. Hide. Fight. (Active Threat)

PROMPTS: Eagle Alert; successive, loud shot noises; groups of individuals running and screaming

- **RUN** and escape the active threat if possible.
- **HIDE** from the active threat if escape is not possible.
- **FIGHT** the attacker as a last resort and commit to your actions.



**MEDICAL
EMERGENCY**



**ACTIVE
THREAT**

CAMPUS EMERGENCY CONTACTS

<p>Any life-threatening emergency Active threat Acts or threats of violence Bomb threat Fire Hostage situation Life-threatening hazardous materials release Medical emergencies Natural gas leak Suicidal person Violent civil disturbance or demonstration Violent/threatening/hostile individual</p>	<p>911 <i>Call or text 911 in life-threatening emergencies</i></p>
<p>Any non-emergency concerns Civil disturbance or demonstration Disruptive person Elevator failure Suspicious person</p>	<p>UNT Police 940-565-3000</p>
<p>Maintenance-related issues Power outage Water leak or flooding Property damage</p>	<p>UNT Facilities 940-565-2700</p>
<p>Minor hazardous materials release</p>	<p>UNT Risk Management 940-565-2109</p>

If you are unsure if a situation is or is not an emergency, always call 911.

UNIVERSITY MACHINE SHOP EMERGENCY LOCATIONS AND SUPPLIES



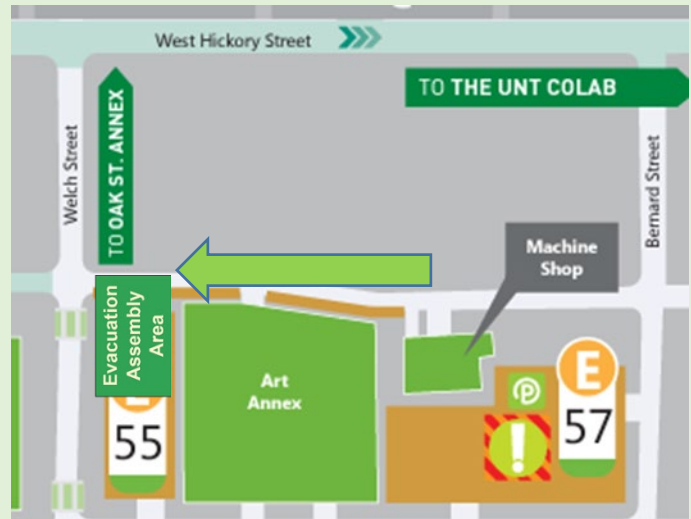
Shelter Areas

- Room 103 (Women's Bathroom) is primary
- Secondary shelter areas are in the Men's Bathroom and interior free-standing rooms 102 and 103

Evacuation Assembly Area

Evacuation Assembly Area

- Lot 55 east of the Art Annex Building
- Wait to re-enter the building until UNT Police or Denton Fire Department give an all-clear.
- **Note:** Never put yourself in danger during an evacuation.



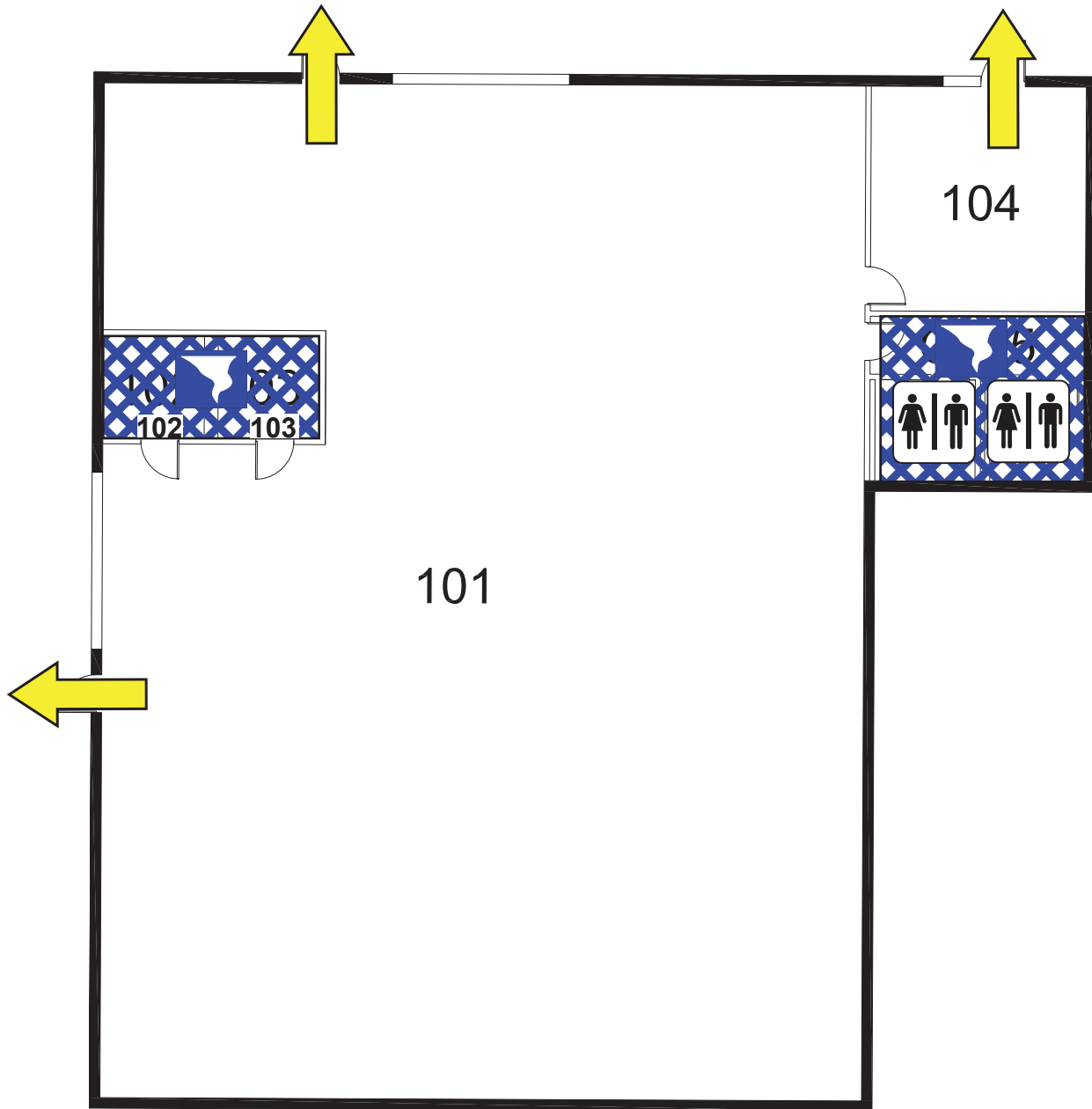
Medical Emergency Related Equipment

- First Aid Kits:
- Stop the Bleed Kits:
- **AEDs:** None – nearest AED located in Art Annex next door to the west, in Central Hallway near bathroom

UNIVERSITY MACHINE SHOP



FIRST FLOOR PLAN



LEGEND



Shelter Area



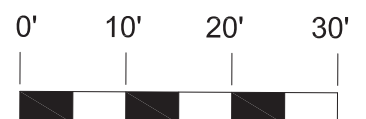
Fire Refuge Area



Exit



Automated External Defibrillator



GRAPHIC SCALE