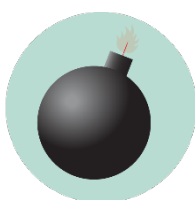


# WELCOME CENTER EMERGENCY GUIDELINES

**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 clients 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.

## 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.

**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><b>Any life-threatening emergency</b> 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><b><i>Call or text 911 in life-threatening emergencies</i></b> <b>911</b></p>
<p><b>Any non-emergency concerns</b> Civil disturbance or demonstration Disruptive person Elevator failure Suspicious person</p>	<p><b><i>UNT Police</i></b> <b>940-565-3000</b></p>
<p><b>Maintenance-related issues</b> Power outage Water leak or flooding Property damage</p>	<p><b><i>UNT Facilities</i></b> <b>940-565-2700</b></p>
<p>Minor hazardous materials release</p>	<p><b><i>UNT Risk Management</i></b> <b>940-565-2109</b></p>

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

# WELCOME CENTER EMERGENCY LOCATIONS AND SUPPLIES



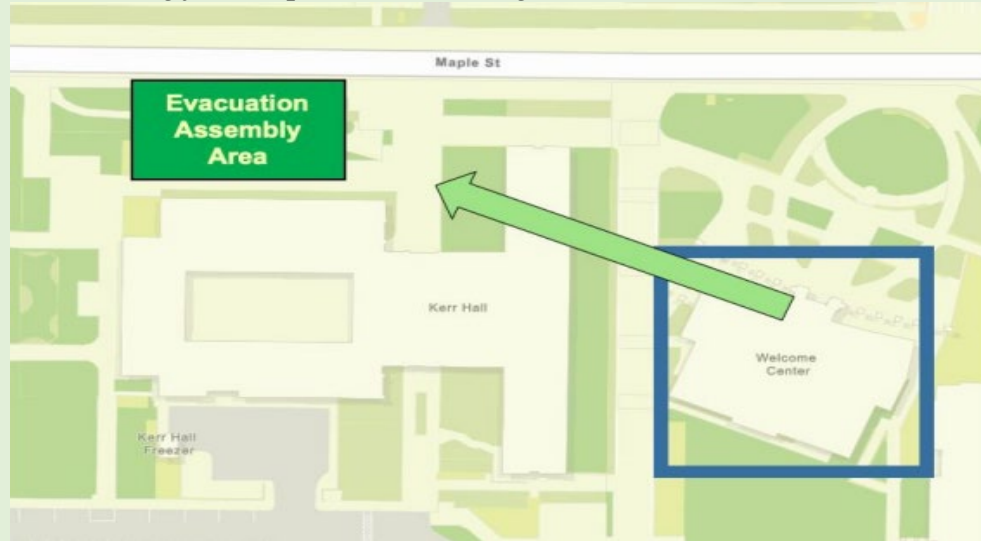
## **Shelter Areas**

- *1<sup>st</sup> floor interior restrooms and hallways, room 127, 108, 146, and 152.*

## Evacuation Assembly Area

## **Evacuation Assembly Area**

- *Grassy area northwest of the building, north of Kerr Hall, unless directed to go elsewhere by first responders or an Eagle Alert.*



## **Medical Emergency Related Equipment**

- **First Aid Kits:** 1 in the tour center on 1<sup>st</sup> floor, 1 in the break room on the 2<sup>nd</sup> floor.
- **AEDs:** Beside rooms 146 and 108.
- **Fire Extinguishers:** 2<sup>nd</sup> floor by electrical room, and room 211. 1<sup>st</sup> floor presentation room 103, by room 126, and 146.

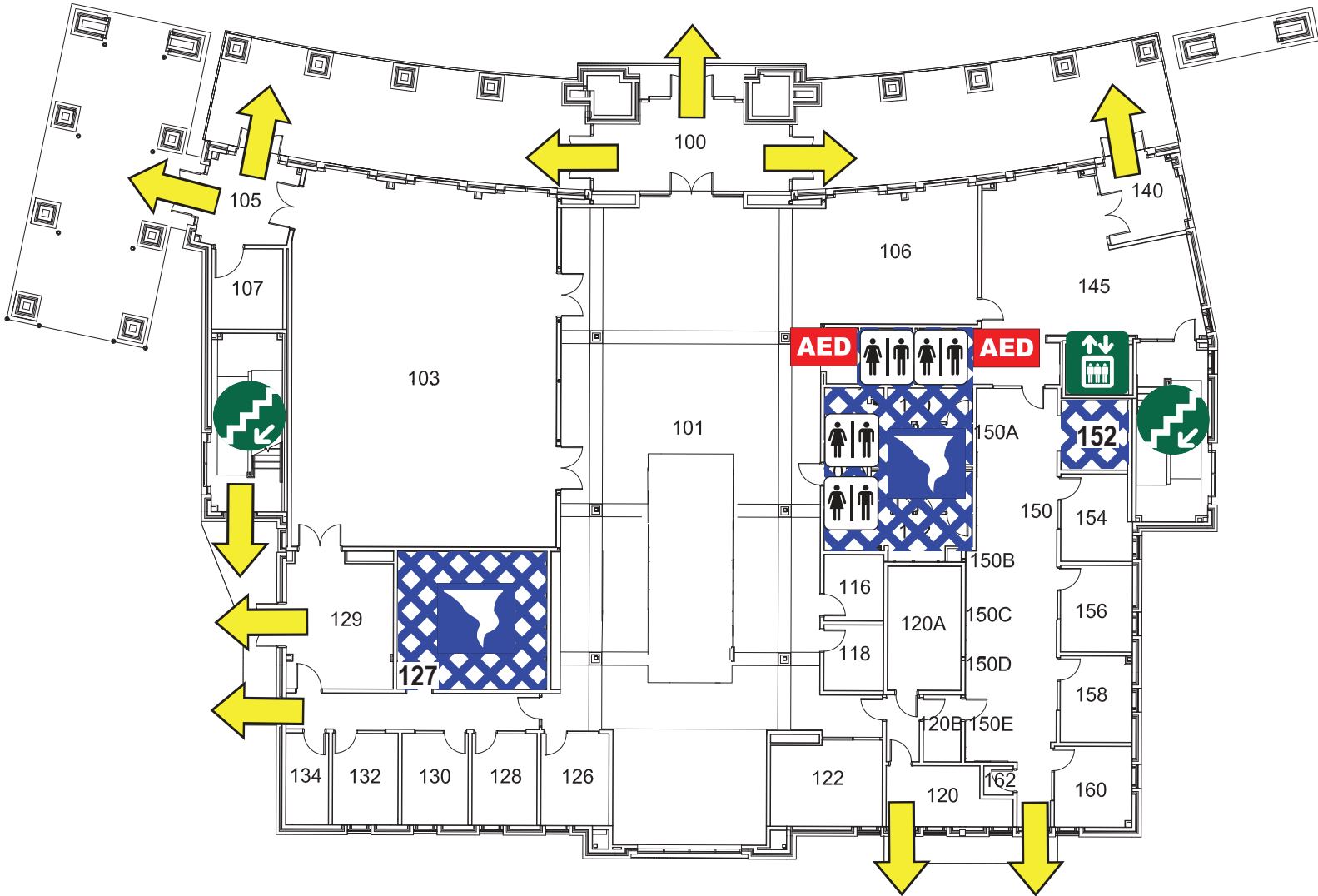


**Fire Refuge Areas:** A temporary haven from the effects of a fire or other emergency that would normally require evacuation.

- *2<sup>nd</sup> floors enter through room 245, and C220. They are on eastern and western sides of the building.*

# WELCOME CENTER

## FIRST FLOOR



### LEGEND

 Automated External Defibrillator

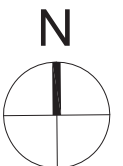
 Exit

 Elevator  
Do NOT use in case of fire

 Stairs

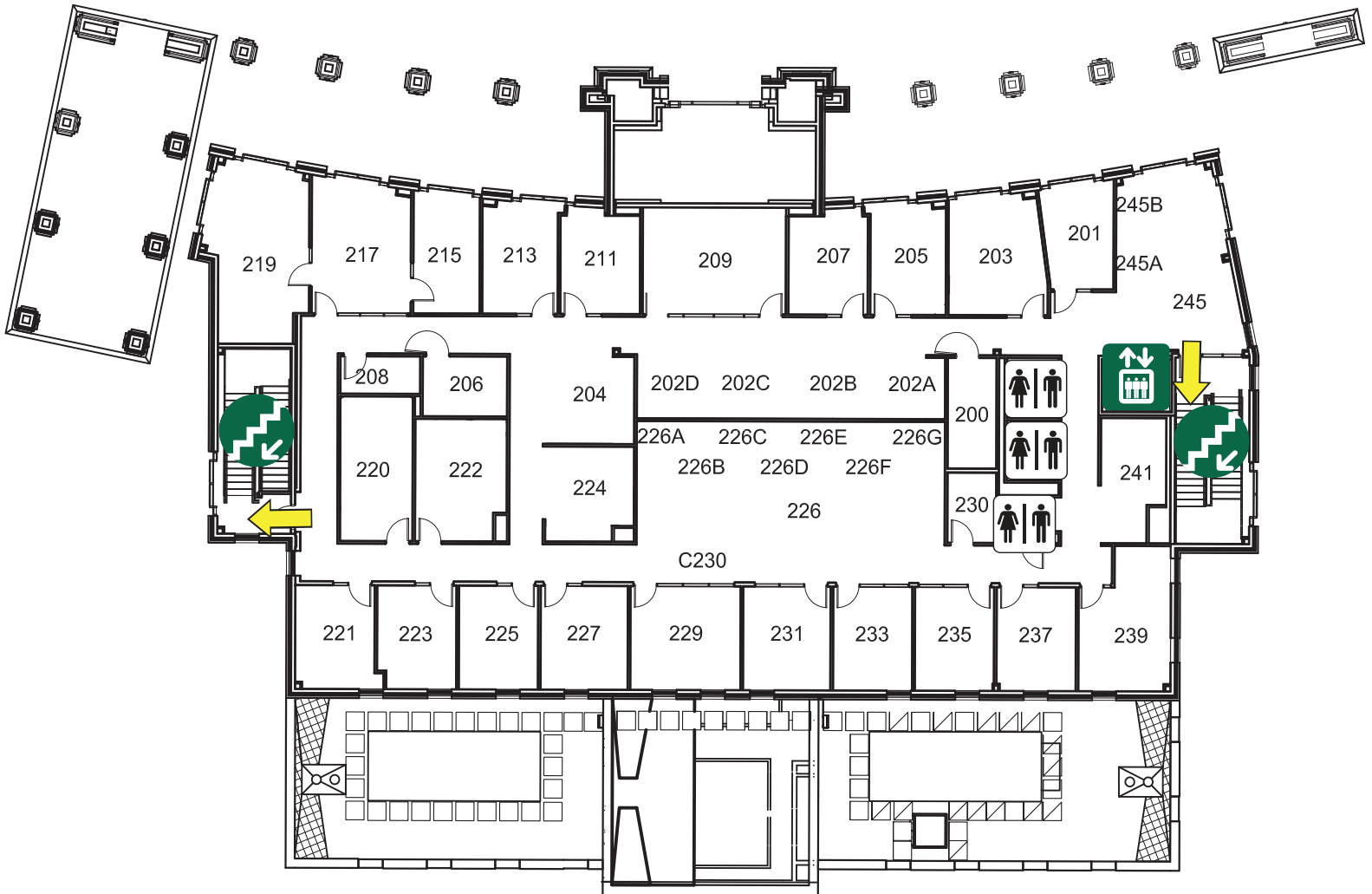
 Restrooms

 Shelter Area



# WELCOME CENTER

## SECOND FLOOR



### LEGEND



Exit



Elevator

Do NOT use in case of fire



Stairs



Restrooms

