

EMERGENCY PROCEDURES

Visit www.campusstatus.ucr.edu for additional emergency information.



FIRE

- If your clothing catches fire: **USE SAFETY SHOWER** or **STOP, DROP and ROLL** to extinguish flames
- If safe, use fire extinguisher on flame using PASS protocol (Pull, Aim, Squeeze, Sweep)
- Activate nearest fire alarm
- Close doors to confine fire
- Evacuate
- Meet at Emergency Assembly Area
- Re-enter only when directed by authorities
- **Call UCPD**



UTILITY FAILURE

- Steam Line failure: Leave the immediate area
- Plumbing/Flooding: If you know source of leak, shut off the water if possible
- Power failure: Evacuate building as appropriate, use caution!
- Elevator Failure: Use the elevator phone to request help; activate the emergency alarm within the elevator. Call using cell phone
- Ventilation: If smoke and strong burning odor occur, evacuate immediately
- **Notify Facilities Services**



EXPOSURE RESPONSE

- Needlestick, sharps injury, or animal bite/scratch: Wash exposed area thoroughly for 15 minutes with warm water and soap.
- Eye exposure: Use eye wash to flush eyes for 15 minutes while holding eyes open.
- Skin exposure: Use nearest safety shower for 15 minutes. Stay under the shower and remove clothing.
- Reference Emergency Flipchart for Medical treatment
- **Notify PI/Supervisor and Report incident to EH&S**



FUME HOOD

Fire in hood:

- **Do not push emergency button**
- Use fire extinguisher if possible
- Lower sash completely

If alarm sounds or hood is not functioning properly:

- Stop working
- Lower sash completely
- Wait for alarm to stop – If it continues:
- **Notify Facilities Services**

IN AN EMERGENCY CALL

(951) 827-5222 (cell)

Or 9-1-1 (landline)

Notify Environmental Health & Safety:
Call (951)-827-5528 work hours **8am-5pm**
Call UCPD (951)-827-5222 After hrs



Call Facilities Services (951) 827-4214 **8am-5pm**
(951) 827-4677 After hrs
Please also visit www.ehs.ucr.edu for more information



HAZARDOUS MATERIALS RELEASE

- Alert people in immediate area of spill
- If you have training, you may assist in clean-up effort of small scale spills
- Close doors to contaminated room & post signs indicating the hazard
- Limit movement of contaminated person
- Re-enter when directed by authorities
- **Notify Environmental Health & Safety (EH&S)**



SUSPICIOUS BEHAVIOR/OBJECT

- Do not interfere with people committing a crime, creating a disturbance or behaving in a bizarre manner
- Take shelter in secure area
- Report suspicious items (**DO NOT TOUCH**)
- If phone-in threat, get type, location and description of device
- Evacuate if safe to do so
- **Call UCPD**



ACTIVE THREAT

- Run: Have an escape route and plan, Leave belongings behind, keep hands visible
- Hide: In area out of the threat (shooter's view), Note your location, Barricade from threat, silence cell phone
- Fight: **FIGHT ONLY** as a last resort, attempt to incapacitate threat/shooter, act with physical aggression and throw items at the active shooter
- **Call UCPD**



EVACUATION

- If safe, secure any hazardous materials or equipment and close fume hoods before leaving
- Shutdown hazardous Operations
- Evacuate the building by the nearest safe exit
- Follow evacuation routes to your Emergency Assembly Area
- Notify emergency staff of potentially dangerous conditions in lab or of people that still remain in behind
- Re-enter only when directed by authorities
- Do not run or use elevator