

How to Respond

In case of an emergency, **call ext. 2222** or **050 626 7818**.

Inform the dispatcher of the **NATURE OF THE EMERGENCY** and the **EXACT LOCATION**.

NOTE: **Ext. 2222 and 050 626 7818** calls will be answered by AUS Security. IT IS RECOMMENDED to have AUS Security programmed as a speed dial or favorite number on your phone.



FIRE/BUILDING EVACUATION

If you discover smoke or a fire, do the following:

- CLOSE the door to the fire area.
- ACTIVATE the nearest fire alarm box by breaking the glass.
- EVACUATE the building using the nearest exit;
DO NOT RUN; DO NOT USE ELEVATORS.
- CALL AUS Security at ext. 2222 or 050 626 7818.
- ASSEMBLE at the nearest designated assembly point.



MEDICAL EMERGENCY

- CALL AUS UHC at ext. 4911 or 050 635 7651.
- REMAIN with the victim until emergency personnel arrive, if safe to do so.
- PROVIDE medical assistance ONLY if trained.
- If the victim is UNCONSCIOUS and NOT BREATHING, start CPR (if trained). Locate the AED device (Automated External Defibrillator), turn it on, and follow instructions.



SHELTER-IN-PLACE

When instructed to shelter-in-place, do the following:

- GO INSIDE. Stay away from windows. Close and lock the door, if possible.
- DO NOT exit the area until given the ALL CLEAR message.



SUSPICIOUS PERSON/PACKAGE

- DO NOT physically confront a suspicious person or handle a suspicious package.
- DO NOT block the suspicious person's access to an exit.
- CALL AUS Security at ext. 2222 or 050 626 7818 to report the suspicious package. Say your NAME, and give LOCATION. Provide as much information as possible about the situation.
- LEAVE the area or wait further instruction from AUS Security.



AUS ALERTS

- AUS Alerts (SMS, emails) will provide urgent campus information directly to you. Follow instruction received through the alerts. If you are in class, inform your instructor about the message.