

SAFETY on campus

EMERGENCY
PROCEDURES



Indiana State
University

More. From day one.

SAFETY ON CAMPUS

A University, like any other community, is subject to a number of potential natural disasters and other emergencies. While we all hope that such events never occur, it has been shown time and time again that being prepared for such events is prudent. This publication will acquaint you with information essential for emergency situations. While it cannot provide detailed instructions, it is hoped that it can provide a ready reference to get help or obtain more information.

9-1-1 PROCEDURES

911 is the telephone number to dial when help is needed in an emergency. By dialing 9-1-1 from any campus telephone or your cell phone, you will be placed in contact with the following resources FIRE Dept., POLICE Dept., AMBULANCE Service, and POISON CONTROL.

When to Call 911:

- Call 911 when life and/or property are in immediate danger;
- When you see smoke or fire;
- When you see a crime being committed; and
- When emergency medical assistance is needed.

When Not to Call 9-1-1:

- Never call 911 as a joke!
- Do not dial 9-1-1 for information, such as road or weather conditions, area power outages, or directions.

How to Call 9-1-1:

- Dial 9-1-1 (no money is required from a pay phone);
- Give the dispatcher the nature of your emergency;
- Give your exact address and cross street;

EMERGENCY NUMBERS

Emergencies.....	911
University Police	(8 1 2) 2 3 7 - 5555
Text Telephone	(812) 237- 4400
UAP Clinic—ISU Health Center	(812) 237-3883
Student Counseling Center	(812)237- 3939
Terre Haute City Police	dial 97, then (812) 232-1661
Indiana State Police	dial 97, then 1-800-742-0717
Vigo County Sheriff	dial 97, then (812) 462-3226

- Give the telephone number from which you are calling;
- Give your name; and
- DO NOT HANG UP! (Unless told to do so by the Dispatcher)The Dispatcher may be additional information needed.

Things to Remember:

- Campus blue light phones and elevator emergency buttons ring to the ISU911 Dispatch Center;
- If you should accidentally activate an elevator alarm, advise the dispatcher that no emergency exists.
- To reach the Campus Police by cell phone or from an off-campus telephone, call (812)237-5555.

MEDICAL EMERGENCIES

Calmly and carefully assess the medical emergency with which you are faced. If appropriate, call 911. Provide accurate information; stay on the line until the 911 operator asks you to hang up. Reassure victim. Positive support and encouragement is very important.

First Aid for Rescue Breathing

Gently tilt the head back and lift the chin to open the airway. Pinch the nose close. Give two slow breaths into the mouth. Breathe into an adult once every five

seconds, and for children or infants breath gently every three seconds. If you are doing the procedure correctly you should see the chest rise and fall.

To Stop Bleeding

Apply direct pressure to the wound. If available, wear latex or rubber gloves. Maintain the pressure until the bleeding stops. If bleeding is from an arm or leg, and if the limb is not broken, elevate it above the level of the heart.

Treatment for Shock

Do whatever is necessary to keep the person's body temperature as close to normal as possible. If no back or neck injury is present or suspected, slightly elevate the person's legs.

Choking

If the person can't speak, cough or breathe, stand behind the person. Place the thumb side of one of your fists against the person's abdomen, just above the navel and well below the end of the breastbone. Grasp your fist with your other hand, give an abdominal thrust. Repeat until the object comes out.

UTILITY DISRUPTIONS

- In the event of a utility disruption during normal working hours (7:30 a.m.-4:30 p.m. Monday-Friday), call the Facilities Management Services Desk at (812)237-8100. After hours and on weekends, contact the ISU Police Dispatch Center at (812)237-5555. Maintenance staff will be contacted to restore the utility as soon as possible. If no one answers or the line is busy, hang up and try your call later. The dispatcher may be busy with similar calls.
- For spaces with unique utility needs, notify Facilities Management during normal working hours at (812)237-8100. The call will be routed to someone who can assist. Facilities Management maintains a list of critical and unique needs which allows for a more timely response in the event of utility disruptions or subsequent restoration of utilities service.
- Utility disruptions may occur in isolated spaces, whole buildings, sections of campus, or across the entire campus. The safe operation and maintenance of the campus is dependent upon a complete understanding of these systems. In all cases, the response to restore service must be made by trained professionals. Building occupants must not try to restore service.

EVACUATION PROCEDURES

Building Evacuation

- All building evacuations will occur when an alarm sounds and/or upon notification by Public Safety, the Building Coordinator, or designee.
- When the fire alarm is activated during an emergency, leave by the nearest marked exit and alert others to do the same.
- Handicap evacuation is preplanned for each building at Indiana State University. Contingencies for handicapped evacuation are included in each building's Emergency Response Plan.

- Do not use the elevators in cases of fire and/or earthquake.
- Once outside, proceed to a clear area that is at least 200 feet away from the affected building. Keep streets, fire lands, hydrant areas, and walkways clear for emergency vehicles and personnel. Know your evacuation assembly points.
- Do not return to an evacuated building unless told to do so by a designated University official.

Important: After any evacuation, report to your pre-designated assembly point. Stay there until an accurate headcount is taken. The building safety officer will take attendance and assist in accounting for all building occupants.

Campus Evacuation

- Evacuation of all or part of the campus will be announced by Public Safety.
- All persons (student, faculty and staff) are to immediately vacate the site in question and relocate to another part of the campus as directed.

FIRE SAFETY

When You Move into Your Room or Work Area:

- Locate at least two emergency exits from your floor and make sure they are free of obstruction.
- Note location of fire alarms, extinguishers, or any other emergency equipment available.
- Note location of landmarks which may aid your exit when visibility is reduced by smoke.
- Re-familiarize yourself with standard fire drill procedures.
- Become familiar with University fire and general safety regulations.

In the Event of a Fire:

- Remain calm.
- Call 911 if possible. Stay on the line until the operator asks you to hang up.
- Act quickly, not rashly. Your objective is to survive. If you can exit safely, do so. If not, you must work quickly to defend yourself against smoke and flame.

If You Leave Work Area or Room in Event of a Fire:

- Never open a door without checking for heat or smoke. Close doors behind you.
- Do not allow doors to lock—you may be forced to return.
- If smoke is encountered during your exit, do not walk upright—crawl. The air is cooler and less toxic nearer the floor.
- Never use an elevator.
- If smoke is present in a stairwell, avoid it. Choose another route.
- If your clothes catch fire—stop, drop, and roll to extinguish the flames.
- If you are in a room where fire starts, try to extinguish the fire if small. If the fire is too large, leave quickly. Close the door to confine the fire to that room. Do not lock the door. Activate the fire alarm and/or call the Fire Department, 911.
- Upon exiting, move at least 50 yards from the building to a designated preplanned area, but make yourself or your group delegate available to give fire fighters coming in as much information about the fire situation as possible. Be factual, calm, and brief.

If You Are Trapped in Your Work or Living Area:

- Seal door/window cracks and ventilation grills with tape (preferably duct tape) or towels and/or clothing (preferably wet) to keep smoke out.
- If there is smoke in the room, open the window and let it out. Hang an article of clothing, large enough for rescuers to see, out of a corner of the window. Close the window again and seal the cracks. Keep window closed to prevent outside smoke from entering.
- Do not break the window unless the room has been heavily invaded by smoke and you must get air to survive. Remember, stay close to the floor for cooler and fresher air.
- If possible, call 911, report the fire location, your location, and your situation.

- Tie a towel or clothing (preferably wet) around your nose and mouth if necessary to filter smoke.
- Do not jump. Fire crews' first assignment at any fire is to rescue trapped victims.

BOMB THREATS

Bomb threats are usually received by telephone, but they may also be received by e-mail, note, or letter. All bomb threats should be taken very seriously and handled as though an explosive is in the building.

If you receive a bomb threat, ask the caller the following questions:

- Where is the bomb?
- When is it going to go off?
- What kind of bomb is it?
- What does the bomb look like?
- What will cause the bomb to explode?
- Why did you place the bomb?
- What is your name?
- Where do you live?

Do not upset the caller if at all possible. Take good notes when talking to the person on the other line. Be aware of background noise, special voice characteristics, music, office machinery, etc.

If possible, get a co-worker to call 911 for you while you are on the phone. Have a plan as to how you are going to alert your co-worker. A piece of paper with the word "Bomb" would be sufficient.

If you cannot alert a co-worker to call 911, do so yourself immediately after the caller hangs up.

If you find a bomb or any suspicious item, don't touch it. Call for help and evacuate the area.

WINTER WEATHER

Winter storms can range from moderate snow over a few hours to blizzard conditions with blinding, wind-driven snow or freezing rain that lasts several days. When listening to winter weather reports, it is important to be familiar with the terms used by broadcasters. A "winter storm watch" indicates that severe winter weather may affect your area. A "blizzard warning"

means that large amounts of falling or blowing snow and sustained winds of at least 35 miles per hour are expected for several hours.

If it is necessary to suspend operations due to winter weather, that announcement may be made via local media outlets and:

- Emergency e-mail system—ISU Today Special Announcements and ISU website
- The Campus Emergency Notification Line at (812) 237-7777
- RAVE Text Messaging System
- ISU Live

For road condition information, call 1-800-742-0717.

SEVERE WEATHER

Severe Weather Policy

The closure of the Indiana State University campus is a rare event. It is the intent to base the decision to close campus primarily on the conditions in the immediate vicinity of campus. Faculty and staff at a distance must make individual decisions regarding the wisdom of commuting under severe weather conditions.

Faculty is expected to provide reasonable accommodations to students who were unable to attend class due to severe weather conditions. Recommendations regarding possible campus closure are based on:

- The amount of snow/ice both on the ground and predicted.
- The wind conditions accompanying precipitation.
- The time of day the weather event occurs.
- Road conditions on campus as well as throughout the city and county.
- The ability of ISU's grounds maintenance crew, as well as city and county highway departments, to keep roads passable.
- Whether a state of emergency has been declared in Vigo County closing all roads.

If the decision is made to close campus, closure will occur for a 12 hour period. At hour eight of the closure period or no later than 8:00 p.m., the

decision will be made whether to extend the closure for an additional 12 hours.

Tornado

Severe Weather/Tornado Watch

A watch is an indication of where and when the possibilities are highest that severe weather or a tornado could occur. A watch is a statement that severe weather/tornado conditions are present and could occur. The National Weather Service will issue a watch bulletin to authorities as well as to the local radio and TV stations.

Severe Weather/Tornado Warning

When a severe weather/tornado sighting occurs, the National Weather Service-activated dispatch will be notified immediately. On campus, the warning will be signaled by a sounding of emergency sirens. Recorded message alarms will be activated at various campus locations. Rave text messages, Alertus pop-up messages, and ISU Live updates will be activated.

In Case of Severe Weather

When the emergency warning sirens sound, it is YOUR responsibility to get to a shelter. In addition to other notification systems, University Police may also announce the warning via car loudspeakers. When the emergency notifications are activated, all persons should immediately seek shelter in the nearest strong building. Go to the basement or interior halls of lower floors. Auditoriums, gymnasiums, and similar large rooms with wide roofs should be avoided; stay away from all windows and exterior doors.

Note: ISU emergency sirens are tested at 11:00 a.m. the first Tuesday of each month along with RAVE text messaging and Alertus pop-up messaging systems.

EARTHQUAKE

Earthquakes can cause numerous hazards including building collapse, fire, disrupted transportation and utilities, and landslides.

During an Earthquake:

IF INDOORS, seek refuge under a desk or table. Stay away from glass windows, shelves and heavy equipment. Avoid large open spaces, such as auditoriums.

IF OUTDOORS, move quickly away from buildings, utility poles and other structures. Caution: Always avoid power or utility lines as they may be energized. Know your building's evacuation points. If in an automobile, stop in the safest place available, preferably away from power lines and trees. Stop as quickly as safety permits, but stay in the vehicle for shelter.

After an Earthquake:

- After the initial shock, evaluate the situation and if emergency help is necessary, call Public Safety at 911 or (812) 237-5555. Protect yourself at all times and be prepared for after-shocks. Damaged facilities should be reported to Public Safety and Facilities Management. If an emergency exists, activate the fire alarm. You must also report the emergency by phone to Public Safety at 911 or (812) 237-5555. When the alarm is sounded, walk to the nearest marked exit and ask others to do the same. Remember that elevators are reserved for emergency services personnel ONLY. DO NOT PANIC. Once outside move to your building's evacuation assembly point at least 200 feet away from the affected building(s). Keep streets, fire lanes, hydrants and walkways clear for emergency vehicles and crews.
- **IMPORTANT:** Due to damage to other buildings caused by the earthquake, your building's evacuation assembly point may not be available. If such situation occurs, move to an open, safe location as near as possible to your designated evacuation assembly point.
- If requested, assist emergency crews as necessary.
- A Field Command Post may be set up

near the emergency site. Keep clear of the command post unless you have official business.

- DO NOT RETURN TO AN EVACUATED BUILDING unless told to do so by a designated official.

HAZARDOUS MATERIALS

The teaching and research mission of ISU necessitates the use of numerous chemicals. In addition, radioactive and bio-hazardous materials are utilized in a wide range of activities on campus. The following are precautions you can take to prevent or react to an inadvertent release of one of these hazardous materials.

Handling an Unscheduled Release (Spill) of Hazardous Materials:

- Any unscheduled release (spill) of a hazardous chemical or radioactive material should be immediately reported to Public Safety at 911 or (812) 237-5555. When reporting, be specific about the nature of the involved material, quantity, and exact location. Public Safety will contact the necessary specialized authorities and medical personnel. The responsible person on site should vacate the affected area at once and seal it off to prevent further contamination of other areas until the arrival of ISU Environmental Safety personnel.
- Anyone who may be contaminated by the spill is to avoid contact with others as much as possible, remain in the immediate vicinity, and give their name(s) to Public Safety. Required first aid and cleanup by specialized authorities should be started at once. If an emergency exists, evacuate the building. You must also report the emergency by phone to Public Safety at 911 or (812) 237-5555.
- When the fire alarm is sounded, an emergency exists. Walk quickly to the nearest marked EXIT and alert others to do the same.
- Remember that elevators are reserved for emergency response personnel ONLY. DO NOT PANIC.
- Once outside, move to the

building's evacuation assembly point at least 200 feet away from the affected building(s). Keep streets, fire lanes, hydrants and walkways clear for emergency vehicles and crews.

- If requested, assist emergency crews as necessary.
- A Field Command Post may be set up near the emergency site. Keep clear of the command post unless you have official business.
- DO NOT RETURN TO AN EVACUATED BUILDING unless told to do so by a designated official.

Train Derailments with Hazardous Material Spills

Train derailments can result in chemical spills and releases. These incidents can vary considerably in significance. While the chance of being involved in such an incident is slight, the danger is significant. Train rail cars go through towns daily carrying everything from explosives to extremely hazardous chemicals. Any clean-up of such a spill is conducted by trained public and/or private professionals but members of the public should be aware of certain steps to take to protect themselves.

Procedures:

If a chemical or other hazardous material release occurs near you:

- Try to remain calm and do not enter an area that may be dangerous. Leave the area if possible.
- Once you have left the area of the hazardous material incident, call 911.
- If the incident is a traffic accident involving a semi-tanker or a train derailment involving tanker cars, look for chemical placards on the tanks from a safe distance. Observe the scene for obvious leaks and/or gas vapor clouds as well as discolored vegetation or dead animals nearby. Do not approach the scene if any of these conditions are present and stay upwind.
- Call 911 and relay your observations to the dispatcher. Provide the dispatcher with as much information as possible including placard information.
- If you become aware of a potential

- hazardous material incident near your location, listen to local radio or television for further information. Information will also be sent to the campus community via Rave text messaging, Novell pop-up messaging, the ISU portal, and ISU Today special announcements as well as the 812-237-7777 information line.
- Follow all instructions.
- Stay away from the incident site to minimize the risk of contamination.
- If caught outside, stay upstream, uphill, or upwind. Try to go a half mile from the danger area.
- If you are in a car, close the windows and shut off the ventilation system.
- If told to remain in place, close and seal all windows and doors, shut vents, and turn off attic fans and other ventilation systems to minimize contamination.
- If an explosion is imminent, close drapes, curtains, and shades.
- If you suspect gas or vapor contamination, take shallow breaths through a cloth or towel.
- Avoid contact with any spilled liquid materials, airborne mist, or condensed solid chemical materials.
- Do not eat or drink any food or water that may have been contaminated.

WORKPLACE VIOLENCE

Workplace violence is the second leading cause of on-the-job deaths. It is critical to report any threat or potentially violent situation to the police when it arises. Discuss all potential threats with management personnel and the police. If there is a threat of violence, call 911 immediately.

Other sources may include:

- Counseling Services, 812-237-3939
- Human Resources, 812-237-4114
- Your supervisor

Warning Signs:

A person may:

- Change his/her behavior, display anxiety, irritability, or depression, withdraw, or even make comments about suicide.

- Be incapable of accepting criticism and hold a grudge over a disciplinary act or promotion or perk he/she felt should have gone to him/her.
- Exhibit paranoia or think another person is “out to get him/her.”
- Start talking about problems, physical complaints, or sleep problems.
- Test the limits of rules and regulations.
- Blame others for their problems.

Recognizing Inappropriate Behavior

- Unwelcomed name-calling, obscene language, and other abusive behavior.
- Intimidation through direct or veiled threats.
- Throwing objects in the workplace, regardless of the size or type of object being thrown or whether a person is the target of a thrown object.
- Physically touching another employee in an intimidating, malicious, or sexually harassing manner. This includes such acts as hitting, slapping, poking, grabbing, and pushing.
- Physically intimidating others including such acts as obscene gestures, “getting in your face,” and fist shaking.

Personal Conduct to Minimize Violence

- Project calmness: move and speak slowly, quietly, and confidently.
- Be an empathetic listener: encourage the person to talk, and listen patiently.
- Focus your attention on the other person to let them know you are interested in what he/she has to say.
- Maintain a relaxed yet attentive posture and position yourself at a right angle rather than directly in front of the other person.
- Acknowledge the person’s feelings. Indicate that you can see he/she is upset.
- Ask for small, specific favors such as asking the person to move to a quieter area.
- Establish ground rules if unreasonable behavior persists. Calmly describe the consequences of any violent behavior.
- Use delaying tactics that will give the person time to calm down. For example, offer a drink of water.
- Reassure and point out choices. Break big problems into smaller more manageable problems.
- Accept criticism in a positive way. When a complaint might be true, use statements like “You’re probably right”

or “It was my fault.” If the criticism seems unwarranted, ask clarifying questions.

- Ask for recommendations. Repeat back to him/her what you feel he/she is requesting of you.
- Arrange yourself so that your access to an exit cannot be blocked.

PERSON WITH A WEAPON/GUN

If you observe someone with a weapon or observe someone who you believe might be in possession of a weapon, trust your instincts and do the following:

- Observe at a distance and remember or jot down unique or significant information available to you.
- Call 911 and be prepared to provide the following information:
 - A description of the person you are viewing.
 - Distinguishing characteristics such as mustache, earrings, tattoos, or scars.
 - A detailed description of the clothing worn by the person.
 - A description of the person’s mode of transportation and license number if available.
 - A description of the weapon seen and how it was seen or used or why you believe the person may be armed.
 - A description of other parties involved.
 - The location of incident and direction of travel by parties.
 - Under no circumstances should you confront a person who you believe is armed.

Safety Guidelines for Armed Subjects, Active Shooter Situations

An active shooter is a person who appears to be actively engaged in killing or attempting to kill people in a populated area; in most cases active shooters use firearm(s) and there is no pattern or method to their selection of victims. These situations are dynamic and evolve rapidly, demanding immediate deployment of law enforcement resources to stop the shooting and mitigate harm to innocent victims. This document provides guidance to faculty, staff, and students who may be caught in

an active shooter situation and describes what to expect from responding police officers.

Guidance to Faculty, Staff, and Students

In general, responses to an active shooter will be dictated by the specific circumstances of the encounter, bearing in mind there could be more than one shooter involved in the same situation. If an active shooter situation develops, remain calm and use these guidelines to help plan a strategy for survival:

- If an active shooter is outside the building, proceed to a room that can be locked. Close and lock all windows and doors, and turn off all lights. If possible, get everyone down on the floor and ensure that no one is visible from outside the room.
- One person in the room should call 911, and inform the dispatcher of the location of the incident. Remain in place until the police or a campus administrator known to someone in the room gives the "all clear."
- Unfamiliar voices may be the shooter attempting to lure victims from their safe space. Do not respond to any voice commands until it can be verified with certainty that they are being issued by a police officer.
- If an active shooter is in the same building, determine if the room presently occupied can be locked and, if so, follow the same procedure described in the previous paragraph. If the room cannot be locked, determine if there is a nearby location that can be reached safely and that can be secured, or if it is possible to exit the building. If you decide to move from the original location, be sure to follow the instructions outlined in the paragraph below.
- If an active shooter enters an office or classroom, try to remain calm, dial 911 if possible and alert police to the shooter's location. If communication is not possible, leave the line open so the dispatcher can listen to what is taking place. Normally the location of a 911 call can be determined without speaking. If there is absolutely no opportunity for escape or hiding, it might be possible to negotiate with the shooter; attempting to overpower the shooter with force should be considered a very last resort. If the

shooter leaves the area, proceed immediately to a safer place and do not touch anything that was in the vicinity of the shooter.

- No matter what the circumstances, if you decide to flee during an active shooting situation, make sure to plan your escape route before starting. Do not attempt to carry anything while fleeing; move quickly, keep hands visible, and follow the instructions of police officers. Do not attempt to remove injured people; instead, leave wounded victims where they are and notify authorities of their location as soon as possible. Do not try to drive off campus until advised it is safe to do so by police or campus administration.

Run

If a safe path is available, run. Always try and escape or evacuate even if others insist on staying. Encourage others to leave with you but don't let the indecision of others slow down your own effort to escape. Once you are out of the line of fire, try to prevent others from walking into the danger zone and call 911

Hide

If you can't get out safely, find a place to hide. When hiding, turn out lights, remember to lock doors and silence your ringer and vibration mode on your cell phone

Fight

As a last resort, working together or alone, act with aggression, use improvised weapons to disarm the shooter. Commit to taking the shooter down.

What to Expect from Responding Police Officers

Police officers responding to an active shooter are trained to proceed immediately to the area in which shots were last heard; their purpose is to stop the shooting as quickly as possible.

- The first responding officers will normally be in teams of four; they may be dressed in regular patrol uniforms, or they may be wearing external bulletproof vests, Kevlar helmets, and other tactical equipment. The officers may be armed with rifles, shotguns, or handguns, and might be using pepper spray or tear gas to control the situation.

- Regardless of how they appear, remain calm, do as the officers tell you, and do not be afraid of them. Put down any bags or packages and keep hands visible at all times. If you know the location of the shooter, tell the officers. The first officers to arrive will not stop to aid injured people; rescue teams composed of other officers and emergency medical personnel will follow the first officers into secured areas to treat and remove injured persons.
- Keep in mind that even once you have reached a safer location, the entire area is still a crime scene; police will usually not let anyone leave until the situation is fully under control and all witnesses have been identified and questioned. Until permission to leave has been given, remain at whatever assembly point authorities designate.

PUBLIC DEMONSTRATIONS

While public demonstrations are an integral part of free speech, it is possible that a public demonstration may develop into inappropriate behavior that may include trespass, interference with pedestrian or vehicular traffic, or a disruption of a planned activity. If you become aware of a demonstration which has the potential for disrupting University operations, call 911 and provide as much of the following information as you can.

- Purpose of the demonstration.
- Leaders of the demonstration.
- Source of the information about the demonstration.

Discussion of plans for violence against persons or property should be documented and immediately passed on to the police department. Should a demonstration occur which attempts to disrupt your work area, do not attempt to confront the demonstrators. Call 911 immediately.

IF YOU ARE A VICTIM

Of Assault:

- Take control of what happens to you as a victim by making decisions.

- If injured, seek a medical exam as soon as possible to protect your health.
- Seek a support person who can guide you in obtaining help.
- Report the assault to the police as soon as possible.
- Seek out resource people such as counseling services to assist you.
- Get involved in the healing process by doing things that you know are comfortable for you.
- Encourage others so that they can also join the healing process.

Of Property Crime:

- Report your losses to the police as soon as possible.
- Do not touch anything; preserve for police examination.
- Be prepared to provide serial numbers or unique characteristics of the items taken.
- Carefully survey the crime scene over the next few days, as new information may come to you regarding losses.
- Itemize your valuables and note serial numbers. If you own unique items, photograph them with a camera or camcorder.

ISU NOTIFICATION SYSTEM

Rave Alerts

Register for approved Indiana State University emergency communications and other important information via text message and e-mail. Parents, students, faculty, and staff can register to receive alerts by going to:

www.getrave.com/login/indstate

Rave does not charge subscribers to send or receive SMS messages. Standard or other messaging charges apply depending on your wireless carrier plan and subscription details. Once registered, you can opt out of SMS messages at any time by texting STOP to 67283 or 226787.

Alertus Emergency Messaging System (Under Construction- Spring '14)

When the Alertus Desktop alert system is installed on your computer, you can identify the software with an icon located in your taskbar.

The Alertus desktop system will be activated when an event occurs that causes the ALL Hazards Siren to sound. This will result in a full-screen "pop-up" on all properly configured PC's and MacIntosh computers connected to the ISU network, taking over the whole screen with a warning and instructions from Public Safety. An "All Clear" message will be sent when the incident has been resolved.



TIPS FOR STAYING SAFE

- Develop a relationship with neighbors that will encourage checking on one another often.
- Report suspicious persons or activities.
- Lock up wallets, purses, jewelry, and other valuables.
- Report safety hazards, unsafe lighting, and defective equipment.
- Be aware of your surroundings. Know where you are. Know where you are going and what to expect.
- Consider the purchase of a personal security alarm.
- Plan your walking trips in advance and choose a safe, well lighted, and populated route.
- Remember, most crime is committed in response to the opportunity, so the best prevention is to eliminate opportunities.
- Keep your residence doors locked at all times.
- Limit or restrict access to your living area.

Emergency Siren

Sirens will be sounded in the event of any emergency situation for 30 minutes or whenever the situation is resolved. An all-clear signal, consisting of three short siren bursts, will be given when the emergency passes.

Classroom Phones

Located in all classrooms, information will be broadcast over these phones from police dispatch in case of emergency. If there is an emergency in the classroom, assistance can be requested by calling 911.

ISU Live

The University also has numerous television monitors mounted around campus which scroll campus news and updates. These monitors, which are part of the ISU Live system, may also be consulted in emergency situations for information about the status of incidents.

University Police

[www .indstate .edu/pubsafety](http://www.indstate.edu/pubsafety)

UAP Clinic—ISU Health Center

[www .indstate .edu/shc](http://www.indstate.edu/shc)

Student Counseling Center

[www .indstate .edu/cns](http://www.indstate.edu/cns)

Terre Haute City Police

www .terrehaute .in .gov/departments/pd

Indiana State Police

www.in .gov/isp/

Vigo County Sheriff

www .vigocounty .in .gov/department/?fDD=18-0