

Your Location

Your Severe Weather Shelter

Your Fire Evacuation Site

# IN AN EMERGENCY

## ALWAYS:

### REPORT INCIDENT

- First call **911**.
- Provide as many details as possible about incident.
- Call Safety and Security (**651.638.6000**).

### FOLLOW INSTRUCTIONS

- Bethel alerts
- Law enforcement
- Bethel emergency responders

### HELP YOURSELF AND OTHERS

- Be alert and prepared.
- Assist those in need of help.
- Wait for the "all clear."

## WAYS TO TAKE ACTION:



### LOCKDOWN

your space



### EVACUATE

to rally point



### SEEK SHELTER

in nearest shelter area



### OVERCOME

evade, defend, help others



### LOCKOUT

by securing the perimeter

## MEDICAL EMERGENCY



- Do not move the person unless their life is in danger.
- Administer first aid/CPR.

## SUSPICIOUS BEHAVIOR



- Get an accurate description.
- Contact Security and Safety.
  - Do not confront person.
  - Do not obstruct or block person's way.

## FIRE



- Use nearest exit to evacuate to rally point.
- Do NOT use elevators.
- Activate fire alarm.
- Close all doors as you leave.

## HAZARDOUS MATERIALS



- If body is exposed to material, seek eyewash or emergency shower.
  - If necessary, evacuate.
- Don't clean or disturb scene.
- Don't use light switches, cell phones, or anything that could cause a spark.

## SEVERE WEATHER



- Move to shelter area.
- Avoid windows and skylights.
- Make sure all doors are closed.

## SUSPICIOUS OBJECT



- Contact Security and Safety.
- Do NOT touch or disturb the object.
- Notify others and calmly leave the area.

## ACTIVE THREAT



- If you can, safely evacuate and report threat.
- If you can't evacuate, seek shelter, lock all doors, shut off lights, and close blinds. Hide under a desk or table. Silence your phone.
- If you are not in the location of the threat, remain indoors or seek shelter in the nearest building.