EMERGENCY ACTION PLAN

ENVIRONMENTAL HEALTH, SAFETY & RISK MANAGEMENT
MISSION STATEMENT

To serve the university community, by providing exceptional customer service and technical support for Risk Management, Occupational Health & Safety, Fire-Life Safety and Environmental Protection, that assures the safety of our students, employees, visitors, community, and the general public, and to protect the assets of the university.
Emergency Action Plan includes:
- How to report emergencies
- Escape procedures and evacuation routes
- Designated assembly points
- Notification system

In case of an emergency call 911, report to supervisor immediately.
NOTIFICATION OF EMERGENCY

- Emergency Notifications methods may include:
  - Visible and audible alarms
  - Beacons or flashing lights
  - Sirens or bells
- RAVE texting System
- Texas State Weather Emergency Siren
- Voicemail on all campus phones
- Personal notification by supervisor
- Emergency Sign Board Notification System
- Texas State Home Web Page
TYPES OF EMERGENCIES

- Medical emergency
- Fire or explosions
- Hazardous Material release or spill
- Severe weather
MEDICAL EMERGENCY

- Survey the scene for hazards
- Check victim
- Call 911
  - Know your location
  - Your name and phone number
  - Nature of emergency
  - Number of people needing help
  - Victim’s condition
  - Stay with victim
  - Stay on line with EMS Dispatcher
EMERGENCY ALERT HORN

- Emergency Notification Alarms
  - Two 15 second
    - Stay indoors
    - Go to safe zone (stairwells, restrooms, rooms with no windows)
  - Three 5 second blasts means “all clear”

- Routine testing to be conducted at a designated time.
SEVERE WEATHER

• Report to a Safe Zone within the building
  • Safe Zone is a room in the center of the building, free of windows, on a lower floor
  • e.g.
    • Stairwell
    • Restrooms
    • Rooms with no windows
    • Interior hallways
EVACUATION

- Exit doors are marked by lighted signs

- NEVER block an exit or an exit path with material

- Go to designated assembly point (at least 200 feet from building)
CAUSES OF FIRE

- Improper storage and use of flammable materials
- Inadequate maintenance
- Poor housekeeping
- Poor ventilation
- Carelessness
PORTABLE FIRE EXTINGUISHERS

- Only trained personnel should use portable fire extinguishers on SMALL controllable fires after calling for HELP - 911

REMEMBER

Pull
Aim
Squeeze
Sweep