### Emergency Notification
- For security, injury or all emergency calls, contact University Police at 570-941-7777 or call 9-1-1
- Remain calm
- State your name, location, nature of the emergency and stay on the line until directed
- Watch for the arrival of emergency personnel and direct them to the emergency location

### Fires & Evacuations
- Immediately **evacuate** at the sound of the alarm
- If you discover a fire, pull the nearest fire alarm
- Collect immediate belongings and **exit** by the nearest designated route
- Support those that may need assistance
- Close doors as you leave
- **DO NOT USE ELEVATORS**
- Proceed to your designated assembly area
- Do not return to the building until directed by University Police

### Persons Requiring Assistance
- Assist individuals that may need assistance
- Use a designated buddy system
- Move to the building’s nearest Area of Rescue Assistance
- Notify emergency responders of your location via emergency telephone if available

### Shelter-in-Place
- If inside and in a safe location, stay where you are
- If outdoors, listen and look for directives to proceed to designated buildings
- Locate an interior room to shelter inside.
- Shut windows, vents and exterior doors
- Call University Police and provide location and list of individuals with you

### Active Shooter
- **GET OUT:** If possible, exit the building and run
- **CALL OUT:** After securing yourself, call 911
- **HIDE OUT:** Find a safe place to hide, or Play Dead
- **KEEP OUT:** Lock and barricade doors, close windows, turn off lights and AV equipment
- **REMAIN** until directed by University Police
- **TAKE OUT:** If getting out is not an option, your only chance may be to fight to try to take the shooter out
- Follow all directions given by Law Enforcement officers

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**FOR ALL EMERGENCIES**

**CALL**

University of Scranton Police

**570-941-7777**

or call **9-1-1**