GENERAL PREPAREDNESS AND SAFETY TIPS
Being prepared for an emergency is every Pirate’s responsibility. Here are some tips to help you Be Pirate Ready!

- Dial 9-1-1 from your cell phone or campus phone when you need Police, Fire, or Emergency Medical Services. Remain calm – your actions influence others.
- Sign-up for ECU Alert at www.ecu.edu/alert. It will provide official information and instructions during an emergency.
- Always lock your door and secure your valuables to protect yourself and your personal property.
- Create a contact in your cell phone called I.C.E. (In Case of Emergency) with your emergency contact information.
- Get to know where blue light phones are located – they connect directly to ECU Police.
- Use ECU SafeRide to catch a ride after dark. Call 252-ECU-RIDE (328-7433).

HOW DO I REPORT AN EMERGENCY?
Police – Fire – Medical: Report all emergencies by dialing 9-1-1 from your cell phone or campus phone.

- Tell the telecommunicator you are at ECU and give the building name or, if you know it, the building address.
- The nature of the emergency (describe clearly and accurately).
- Your full name and telephone number from which you are calling.
- Remain calm and do not hang up as additional information may be needed.

WHAT IF THERE IS A MEDICAL EMERGENCY?
Provide plenty of space for the victim and emergency personnel.

- Call 9-1-1. Send someone outside to escort emergency medical personnel to the victim.
- Unless they are in immediate danger, do not move any victims until emergency personnel arrive.
- If properly trained, give appropriate first aid and/or CPR until emergency personnel arrive.

HOW DO I EVACUATE CAMPUS BUILDINGS?

- Know at least two evacuation routes. Look for illuminated EXIT signs.
- When the fire alarm sounds – you must evacuate. Do not use elevators.
- Encourage others to evacuate with you – do not wait for those who refuse to leave.
- Provide emergency personnel the location of people still in the building after you evacuate.
- Go to the designated evacuation assembly area for the building or move at least 100 paces away from the building to provide space for emergency personnel.

REGISTER FOR ECU ALERT:
Go to www.ecu.edu/alert to register to receive text messages on your cell phone during an emergency. Rely on official information from ECU Alert to keep you informed during a campus emergency.

FOR MORE EMERGENCY PREPAREDNESS INFORMATION:
ECU Police Department
www.ecu.edu/police
Environmental Health & Safety
www.ecu.edu/oehs
Dean of Students Office
www.ecu.edu/dos

LOCKDOWN PROCEDURES
- Remain calm – your actions influence others.
- Lock or barricade the door.
- Turn off lights and close blinds.
- Silence cell phone and remain quiet.
- Call 9-1-1 and indicate what is happening and where you are.
- Use solid objects as cover such as desks and tables.
- Monitor ECU Alert.
- Remain until “All Clear” is given by authorities.
- If outdoors, leave campus immediately.
HOW DO I ASSIST AN INDIVIDUAL WITH A DISABILITY?

For more information about special assistance, contact ECU Disability Support Services (252-737-1016).

- **Mobility Impaired:** Guide the person to the nearest exit stairwell or safe area of refuge. Never use elevators. Call 9-1-1 or report the individual’s location to emergency personnel on the scene.
- **Blindness or Visual Impairment:** Clearly announce the emergency. Offer your arm for guidance. Lead the person and warn them of obstacles.
- **Deaf or Hard of Hearing:** Signal for the person’s attention by touch or turning lights on and off. Indicate what is happening through gestures or a written note.

HOW DO I SHELTER-IN-PLACE OR LOCKDOWN?

Shelter-in-place, referred to as Lockdown during an act of violence, is the act of seeking a safe area inside the building when conditions outside are unsafe. Safe locations to shelter-in-place vary depending on the situation - suggested procedures are different for weather emergencies and acts of violence.

WHAT IF THERE IS A WEATHER OR OUTDOOR EMERGENCY?

Shelter-in-place may be necessary during a tornado or other severe weather warning or an environmental emergency.

- Find a sturdy building and go inside. Follow instructions from faculty and staff.
- Stay away from windows, glass and objects that could fall on you.
- Seek additional information on the ECU Alert website (www.ecu.edu/alert), call the weather hotline (252-328-0062), or listen to local TV and radio for emergency information.

WHAT IF THERE IS VIOLENCE OR AN ACTIVE SHOOTER? LOCKDOWN

Remain calm as your actions will influence others. You need to take immediate responsibility for your personal safety and security - have a survival mindset.

- Secure yourself in the nearest room by locking or barricading the door.
- Spread out in the room and take cover behind solid objects such as tables and desks.
- Reduce vulnerability by turning off lights, closing blinds, blocking windows, and silencing cell phones.
- Call 9-1-1 and indicate what is happening, where you are located, and the number of people with you.
- Treat any injuries using basic first aid (applying pressure to wounds and elevate limbs for bleeding).
- For more information, visit www.ecu.edu/police. Punch out the card below and keep it in your wallet.

LOOKOUT FOR YOURSELF, FRIENDS, AND COWORKERS

- Trust your instincts – if it feels wrong, it probably is. Contact police (call 9-1-1) for assistance.
- Use a buddy system. Make sure all friends that arrived are accounted for when you head home.
- The safest choice is not drinking alcohol. If you choose to drink alcohol, drink responsibly and make sure that friends watch out for other friends.
- When going out at night, have a plan for how to get home. Always have a friend available to pick you up if you get stuck at a party or location where you feel uncomfortable.

REPORTING CONCERNING BEHAVIOR

ECU Cares is where the university community reports concerning behavior. Individuals can refer students, staff, faculty, and visitors.

If you encounter someone exhibiting moderate-risk behavior, such as:
- Irritability with others
- Erratic behavior
- Hopelessness/helplessness
- Serious emotional distress
- Indirect threats
- Comments about weapons

WHAT TO DO: Refer the individual to ECU Cares by calling 252-737-5555 or going to www.ecu.edu/dos. Referrals can be made anonymously.