

#readyLMU EMERGENCY TIPS

FIRE ALARM, feel the door with the back of your hand:

If warm or hot,

- DO NOT open the door.
- Wedge a wet towel or cloth at the base of the door and on vents.
- Close as many doors as possible between you and the fire.
- Call 9-1-1 and then call Public Safety.
- Wave something out the window or tap on the wall at regular intervals to notify rescuers of your location.

If normal temperature,

- Open the door slowly and close the door to contain the fire.
- Stay close to the ground if there is smoke.
- DO NOT use elevators.
- Evacuate and convene at the safe refuge area.

FIRE OR SMOKE IN YOUR IMMEDIATE VICINITY

- Only if it is safe and the fire is small, use a fire extinguisher.
- Call 9-1-1 and then call Public Safety.
- Activate the nearest fire alarm pull station.
- Close the door as you leave to contain the fire.
- DO NOT use elevators.
- Evacuate and convene at the safe refuge area.

EARTHQUAKE

- Drop, cover, and hold on to protect your head and neck.
- Stay away from windows and heavy objects that may tip over. Be aware of falling debris.
- Assess the area, and evacuate only if necessary (e.g. significant structural damage or a subsequent emergency).

POWER OUTAGE

- Use flashlights for lighting. Avoid the use of candles or other types of open flame.
- If the power outage is caused by a weather related incident, remain indoors until the inclement weather subsides.
- If you must go outside, proceed with caution, protect yourself from falling debris, and beware of downed/damaged power lines.
- DO NOT use elevators.

ACTIVE SHOOTER/ACTIVE THREAT

- RUN. Remain calm and evacuate to a secure location if safe.
- HIDE. Close and lock all windows and doors. Create obstacles to block entry. Turn off lights, silence cell phones, and eliminate all noise. Crouch down, spread out, and shield yourself.
- FIGHT. Only as a last resort, try to incapacitate the shooter.
- Call 9-1-1, and then call Public Safety if safe to do so.

PUBLIC SAFETY

Loyola Marymount University

www.lmu.edu/emergency

www.lmu.edu/safety

310-338-2893



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EMERGENCY PREPAREDNESS CHECKLIST

IMPORTANT DOCUMENTS

- Copies of driver's license, birth certificate, social security card, and passport
- Insurance cards (health, homeowner's, renter's, vehicle, etc.)
- Bank/credit card contact information and account numbers
- Contact information for doctors and dentists
- Family emergency contact information

FIRST AID KIT

- Bandages, gauze, wipes, sling, etc.
- Rubber gloves
- Over-the-counter pain medication

TOOLS & SUPPLIES

- Cash (small bills)
- AM/FM radio (battery-operated or hand-crank)
- Flashlight and extra batteries
- Power cords, solar charger, car charger/inverter
- Whistle
- 12" or larger adjustable crescent wrench for turning off gas
- Dust mask
- Matches
- Mylar blanket for each person
- Moist towelettes
- Toilet paper and extra plastic bags for waste
- Sunscreen
- Paper and pencil
- Feminine products

WATER & FOOD

- Water (1 gallon/person/day - 3 to 7 day supply)
- Non-perishable, high protein food
- Manual can opener (if storing canned goods)

MEDICAL CONDITIONS

- Prescribed medication (3 to 7 day supply)
- Copies of prescriptions and list of when you need to take them
- Adaptive equipment and/or body system support equipment
- Instructions on how to operate any special medical equipment

BABIES & CHILDREN

- Formula and bottles
- Diapers and wipes
- Vaccination records

PETS

- Identification tags
- Proof of ownership and vaccination records
- Extra food and supplies