

Important Contacts

UTCPD Emergency
 (423) 425-HELP (4357)

UTCares
 (423) 425-CARE (2273)

Emergency
 911



Fire

- Never ignore an alarm!
- If you see smoke or fire and no alarm is sounding, immediately call UTCPD.
- Grab your bag, cell phone, keys, & wallet.
- Evacuate from the building in an orderly fashion, using the stairs.
- Close all doors on your way out.
- Do not re-enter the building until advised by first responders / University officials.



**Medical
Emergency**

- Call UTCPD.
- Send a person outside to direct emergency responders.
- Send a person to get the AED, Bleeding Control Kit, First Aid Kit, or Naloxone, if needed.
- Provide care to the level that you are trained, if any.
- Do not move the victim unless necessary.



**Severe
Weather**

- Seek shelter indoors.
- Postpone outdoor activities.
- Monitor UTC Alert System.



Tornado

- Go to designated shelter space or the lowest, interior space of the building that you can access.
- Take cover, protect your head and neck.
- Shelter until an "All Clear" is issued via UTC Alert System.



**Lab Accident
or
Emergency**

- Never ignore an alarm!
- Grab your bag, cell phone, keys, & wallet.
- Evacuate from the building in an orderly fashion, using the stairs.
- Close all doors on your way out.
- Do not re-enter the building until advised by first responders / University officials.



**Chemical
Accident
Outdoors**

- Close all doors and windows.
- Seal room with towels, plastic, and tape.
- Turn off ventilation system by pulling fire alarm system pull station.
- Follow directions and be prepared to evacuate if directed by first responders / University officials.



**Bomb
Threat**

- If the threat is received via letter, emails, or packages, immediately call UTCPD.
- If the threat is received via telephone:
 - Keep the caller on the telephone.
 - Have another person contact UTCPD immediately; do not alert the caller.
 - Listen carefully, be polite, and show interest in what the caller is saying.
 - Try to keep the caller talking so you can learn as much information as possible.
 - Document any information that appears on Caller ID.



**Armed
Intruder**

- **RUN:** If you have knowledge of the assailant's location and you have a clear path to an exit.
- **HIDE:** Close, lock, and barricade doors and windows. Seek cover in an inconspicuous location. Silence your cell phone. Be as silent as possible.
- **FIGHT:** As a last resort and only if your life is in immediate danger, attempt to stop the assailant.

Evacuation & Shelter Locations for UTC Building / Facility

Outdoor Evacuation
Assembly Area

Outdoor Evacuation
Assembly Area Alternate

Indoor Evacuation
Assembly Area

Weather Shelter
Assembly Area