

Emergency Action Plan

Active Shooter

If you are in the proximity of the shooter:

- **GET OUT** immediately and run away from the gunman or from sounds of gunfire.
- **HIDE** in an area out of the shooter's view. Close, lock and block entry to your hiding place, turn off lights and silence your cell phone or any other devices.
- **FIGHT** as a last resort and only if you are in imminent danger. Attempt to incapacitate the shooter. Act with physical aggression.

If you are not in the proximity: Shelter in Place

Bomb Threat

- CMU Police will determine if evacuation is necessary.
- If evacuated, do not reenter the area until instructed to do so.

Fire

- Activate the fire alarm and evacuate the building.
- If smoke is encountered while evacuating, stay close to the floor where air is coolest and smoke free.
- Feel the door with the back of your hand before opening it. If the door is cool, open it slowly. If the door is hot, or if smoke is detected on the other side, do not open. Seek another way out.
- If you are unable to exit, seek shelter in a safe place, call CMU Police at 412-268-2323 and/or yell for help.
- Attempt to make yourself visible to responding authorities.

Flooding

- Move to a safe location.
- Do not walk through floodwater — it may be contaminated or contain a live electrical current.
- Do not drive a vehicle through floodwater.

Hazardous Materials

- Evacuate the area and activate the building fire alarm.
- Call CMU Police at 412-268-2323. If off the Pittsburgh campus, call 911.
- If the material spills on you, remove your clothing and use a safety shower or drench hose.

Medical Emergency

- Call CMU Police at 412-268-2323 or blue emergency beacon. If off the main Pittsburgh campus, call 911.
- If you know first aid, provide help. There are Atrial External Defibrillators (AED) and Stop the Bleed kits across campus.
- Stay with the person until help arrives.

Severe Weather Warning

- A severe weather **WARNING** means that severe weather is imminent. Shelter in Place until further notice.

Examples include:

- Tornado
- Lightning (within 10 mile radius)
- Severe winter weather (cold wind chill of **-19 degrees Fahrenheit**)
- Extreme heat (heat index greater than **115 degrees Fahrenheit** for any period or **105 degrees Fahrenheit** for more than 3 hours)

Suspicious Package

- If you have any reason to believe a package or article is suspicious, contact CMU Police at 412-268-2323. If off the main Pittsburgh campus, call 911.
- Do not move, alter, open, examine or disturb the package or article.
- Leave and/or avoid the area until further notice.

WHAT TO DO

Avoid the Area

- **Avoid the Area** means that there is a safety concern for our community members in an area within or close to campus, and you are advised to stay away until the situation is resolved.

Evacuate

- If building alarm sounds, **evacuate immediately** — but don't run.
- Do not use elevators.
- While exiting, move far away from the building's exterior to assure your safety and to provide ample room for emergency personnel and equipment.
- Do not reenter an evacuated building until it has been determined to be safe to do so.

Get Out - Hide - Fight

If you are in the proximity of the shooter, utilize **Get Out - Hide - Fight**. If you are not in proximity, follow **Shelter in Place** procedures.

- **GET OUT** immediately and run away from the gunman or the sounds of gunfire.
- **HIDE** in an area out of the shooter's view. Close, lock and block entry to your hiding place, turn off lights and silence your cell phone or any other devices.
- **FIGHT** as a last resort and only if you are in imminent danger. Attempt to incapacitate the shooter. Act with physical aggression.

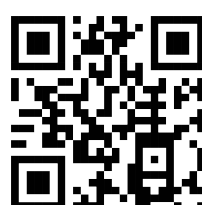
Shelter in Place

You may be advised to **Shelter in Place** rather than evacuate your building during certain emergencies such as police security activities, hazardous material releases or severe weather emergencies.

- Take shelter in a windowless interior room or hallway.
- If outside, enter the nearest building.
- Stay indoors until instructed otherwise.



Carnegie Mellon University
Enterprise Risk Management



Emergency Alerts and Instructions are sent via **CMU-Alert**, the university's Emergency Notification Service. Visit cmu.edu/alert for more information.

CMU Police 412-268-2323

Effective May 16, 2023