



POLICE / FIRE / MEDICAL EMERGENCY DIAL 911

or Dial 3-3000 from any on-campus phone or (928) 523-3000 from a cell phone

HOSTILE INTRUDER

- ❖ Remain calm, do not engage the intruder.
- ❖ If it can be done safely, try to escape the area quickly and quietly.
- ❖ If attempting to escape, do not carry phones or other objects in your hands. As you move through open areas keep your **HANDS ELEVATED** with **OPEN PALMS** visible, especially if you are encountering responding law enforcement officers. Follow all instructions officers may give you.
- ❖ If you **CANNOT SAFELY EXIT** the building, seek shelter in a room where the doors can be locked or barricaded securely.
- ❖ Close and lock windows, lower blinds, remain out of sight, turn off lights.
- ❖ Once secured inside, take cover behind concrete walls, thick desks, and filing cabinets that are away from windows and doors.
- ❖ Remain quiet, turn off cell phone ringers.
- ❖ **ONLY ONE PERSON** from the room should call the police at **911** or **(928) 523-3000** and tell them where you are, where the intruder is, a description and any weapons (if known) and the condition of others with you. Follow their instructions. If you cannot speak, leave the line open so the dispatcher can hear what is going on.
- ❖ Assist others if they are injured.
- ❖ Do not respond to any unfamiliar voice commands until you can be sure that they are coming from a police officer.
- ❖ Do not open the door until you can be positive it is a police officer or a recognized campus official coming to help you.

FIRE

- ❖ Activate the nearest fire alarm pull station and call **911** or **(928) 523-3000** if possible to report the location and the cause of the fire if you know what it is.
- ❖ **EVERYONE MUST LEAVE IMMEDIATELY** when a fire alarm is activated, even if there are no obvious signs of an emergency!
- ❖ **DO NOT** use the elevator!
- ❖ Remain calm and assist others in safely getting out.
- ❖ Confine the fire by closing all doors and windows if possible.
- ❖ Extinguish the fire if you have been trained and it is safe to do so.
- ❖ Evacuate the building to a safe location away from the structure.
- ❖ Take any personal belongings you may need with you (including wallets, purses, keys, cell phones, etc).
- ❖ If circumstances permit, secure your area by closing doors and locking them if you would normally do so when you leave for the day.
- ❖ Follow directions given by emergency personnel and respond to a location designated by your building manager outside the structure so that everyone can be easily accounted for; wait for further instructions.
- ❖ Do not re-enter the structure until authorized to do so by public safety officials.

OFFICIAL NAU COMMUNICATIONS

During a campus emergency NAU will distribute information to the campus community utilizing the following methods:

- ❖ NAU ALERT - text message
- ❖ Blast email and/or pop-ups to nau.edu accounts
- ❖ NAU web page at nau.edu
- ❖ NAU Emergency Information web page at <http://www5.nau.edu/EmergencyInformation>
- ❖ Twitter at twitter.com/InsideNAU
- ❖ Facebook at facebook.com/InsideNAU
- ❖ KNAU Radio **FM 91.7** broadcasts
- ❖ KJACK Radio **AM 1680** broadcasts
- ❖ Building Managers
- ❖ Resident Hall Directors and Resident Assistants
- ❖ Interdepartmental and building phone trees
- ❖ Local media
- ❖ Campus television
- ❖ Police loudspeakers and P.A. systems

WEATHER EMERGENCY

National Weather Service
www.wrh.noaa.gov/fgz

ADDITIONAL SAFETY TIPS

nau.edu/police

Click on the **Safety Tips** link for written tips and **Safety Videos** for scenario based information.

To register for NAU ALERT, visit
nau.edu/naualert



NORTHERN ARIZONA UNIVERSITY

University Police