KNOW WHAT TO DO

EVACUATE
Leave your building immediately

WHEN
A building evacuation will occur when a fire alarm sounds or upon notification by the ISU Public Safety Department, emergency personnel or the University ISU Alert notification system.

ACTIONS
Be aware of all marked exits from your area and building.
Once outside, move to the designated assembly area for that particular building.
DO NOT return to an evacuated building unless directed to do so by Public Safety, emergency personnel or the ISU Alert notification system.

SHELTER-IN-PLACE
Find a safe place in a building

WHEN
Shelter-in-Place is used for incidents such as a hazardous material release (chemical, biological, radiological) where you will need to stay in your office or classroom and seal it off. Notification to Shelter in Place will be made by the ISU Public Safety Department, emergency personnel or the University ISU Alert notification system.

ACTIONS
Stay inside the building (or go indoors as quickly as possible).
If possible go to a room or interior hall where there are no windows & few doors.
If possible check for additional information thru the main University web page and or/monitor radio and or television for further details.
DO NOT leave your location unless directed to do so by Public Safety, emergency personnel or the ISU Alert notification system.

LOCKDOWN
Remember these Steps

WHEN
You will receive notification to lockdown when there is a threat of violence on campus. Notification will be made by the ISU Public Safety Department, emergency personnel or the University ISU Alert notification system.

A.L.I.C.E ACTIONS
Remain calm and assist others with you in remaining calm, quiet and out of sight. Alert – 911 and or 282-2515. Don’t assume someone else has done it. If you cannot get through by phone and have e-mail or text message capability, contact Public Safety at emergency@isu.edu. Lockdown – If you can’t get out, then find a place to hide. Lock the door turn out lights and be silent. Inform—One person call 911, call Public Safety (282-2515) or email at emergenc@isu.edu. Tell exactly what you observe, who, what, when, where. Inform the dispatcher what you see, hear, smell, or feel. Don’t end the call Resist the urge to call home - it clogs cell towers, they can’t help you right now, and it creates additional chaos when they arrive. Counter—When lockdown fails and evacuation is not an option. Create Noise, Movement, Distance and Distraction with the intent of reducing the shooters ability to shoot accurately. Counter is NOT fighting. ALICE does not endorse civilians fighting an active shooter, but when confronted directly in a life-and-death situation, individuals should use any actions necessary to defend their selves. Evacuate—When safe to do so, remove yourself from the danger zone. Our human instinct in the face of danger is to remove ourselves from that threat. An active shooter in a building presents a situation like no other. Use common sense; if you hear or see a shooter in one end of building run the other direction and escape or find cover. Get someplace safe, in a safe manner, or in any manner that you can. Evacuation is the number one goal.

FOR MORE INFORMATION ON EMERGENCY PROCEDURES VISIT THE ISU PUBLIC SAFETY WEBSITE AT: www.isu.edu/pubsafe