Emergency Preparedness

Tornado
□ Move to lowest level in shelter.
□ Close all doors, including main corridors.
□ If outside, quickly move to nearest sturdy building.

Utility failures
□ For VCU water, power, heating, or cooling outages, call 804.828.9444.
□ For VCU Health outages, call 804.628.4772.

Hazardous materials
□ Call 804.828.1234.
□ Evacuate and designate someone to talk with the Fire Department.
□ Notify emergency personnel if exposed, or have details on the spill.

Suspicious object
□ DO NOT disturb the object and be prepared to evacuate.
□ Call 804.828.1234.

Explosion
□ Evacuate the building as quickly, and calmly as possible.
□ If items are falling, get under a sturdy table or desk.
□ Call 804.828.1234.

Fire
□ Activate the nearest fire alarm, stay low of there is smoke, and evacuate the building.
□ Call 804.828.1234.

Suspicious person
□ DO NOT let anyone follow into a locked building or office.
□ DO NOT confront the person or block the person’s exit.
□ Call 804.828.1234, and provide all possible details.

Violent incident
□ Call 804.828.1234.
□ Consider escaping if a safe route is immediately available.
□ IF UNSAFE TO ESCAPE Immediately seek protection by locking, or barricading the door using whatever means available.

Calmly evacuate using stairs and assemble at safe distance.
Stay quiet and calm, while paying attention to surroundings.
Assist persons with disabilities, functional, or access needs.
Notify designated personnel and provide details of event.
Listen and follow directions from authorities.

Additional information at police.vcu.edu.