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| **EMERGENCY PROCEDURES** | | | |
| **Police/Fire/Medical** | **911** | **Information Desk** | **860-832-1960** |
| **CCSU Dispatch** | **860-832-2375** | **Division of Student Affairs** | **860-832-1601** |
| **Title IX Coordinator** | **860-832-1653** | **Student Center Info Desk** | **860-832-1970** |
|  | | | |
| **Fire/Building Evacuation** | | | |
| * **Dial 911** * When the fire alarm is activated, evacuation is mandatory – leave immediately * Do not use elevators * Leave through nearest emergency exit * Consider individuals with disabilities * Close doors as you exit * Move all personnel to a safe area away from the building | | | |
| **Medical** | | | |
| * **Dial 911 to report the incident** * If you are not in imminent danger, dial CCSU Public Safety Dispatch 860-832-2375 * Do not move the person unless they are in imminent danger * Be familiar with the nearest AED and Public Access Naloxone in your building. The Dispatcher can give you pre-arrival instructions to help the victim. | | | |
| **Mental Health Crisis** | | **Suspicious Person/Disruptive Behavior** | |
| * **Dial 860-832-2375 to report the concern to campus police** * Remain calm * Provide supportive comments to demonstrate understanding * Focus on de-escalation by being empathetic, listening without judging, and permitting verbal venting * Avoid physical interaction * Keep the person engaged in conversation until help arrives | | * **Dial 860-832-2375** * Do not physically confront the person exhibiting the behavior * Do not let anyone into a locked room or building * Do not block a person’s access to an exit * Do not attempt to separate the two combatants | |
| **Power Outage** | | **Hazardous Spill** | |
| * **Dial 860-832-2375 to report the outage** * Move students to a window or entrance area with light (if available) * Turn off/unplug any switches or equipment that were running to avoid a surge when power is restored * Remain in your location until an official announcement is made | | * **Call CCSU Public Safety Dispatch 860-832-2375 to report the spill** * Evacuate the area and close the door to the space if possible | |
| **Active Shooter or Shelter in Place** | | **Bomb Threat** | |
| * **Dial 911** * Run * Hide in a location where you can’t be seen * Fight as a last resort | | * **Dial 911 to report the incident** * Remain calm and get as much information as possible * Evacuate the area | |
| **Sexual Assault** | | **Suspicious Package** | |
| * **Dial 911 for emergency services & police** * **Call Office for Equity & Inclusion 860-832-1652 for campus support services and reporting options** * **Call Office for Victim Advocacy 860-832-3796** * Consider seeking medical attention * Know there are people on campus ready to assist you | | * **Do not use radio or cell phone within 100 feet of the package** * Dial 860-832-2375 to report the package * Do not touch or disturb the package | |
| **Gas Odor** | | | |
| * **Evacuate the area** * **Do not pull fire alarm** * Call Facilities at 860-832-2301 | | | |

**SEE SOMETHING? SAY SOMETHING.**

**Download  from the App Store or Google Play for emergency resources including AED locations.**