Emergency Action Plan

Public Training

Overview

- CTX Safe
- Communication
- The two options
  - Evacuate
  - Shelter
- Avoid | Deny | Defend
- Response
- Recovery

CTX Safe

- **The free campus safety application**
  - Push notification in an emergency
  - Mobile Blue Light (panic button)
  - Virtual Walkhome (campus police monitors location)
  - Friend Walk (location shared with user's choice of contact)
  - Campus safety resources and links
    - Link to parking permits and policies
    - Links to Early Alert/Accident-Incident reporting form
  - Maps and emergency plans
    - Detailed procedures for each type of incident

    Download for free

Sources of Communication

- CTX Alert:
  - The university will send a CTXAlert message when an incident has occurred, or is imminent that is life-threatening.
  - You will receive the same message as:
    - A phone call (automated message)
    - Text
    - Email
    - A push notification through the CTX Safe app
- University Officials
  - University officials may also spread the alert, and begin enacting the Emergency Operations Plan
  - Non-compliance with a university official in an emergency situation may result in disciplinary action
- University Website
  - The university website is a source for information regarding minor incidents, such as:
    - Winter weather closures/delays
    - Power and or network outages

Levels of Communication

AWARENESS

Used to promote a CTX PD related activity or resource for the university community

Example:
Safety initiatives
Safety events
Safety related trainings

Communication Methods:
Social Media posts
Campus-wide email
Campus calendar

ADVISORY

Used to advise the university community of a condition or threat that could impact the safety of individuals or the normal operations on campus or in the adjacent area

Example:
Crime Advisory / Timely Warning
Weather Advisory
Construction Advisory
Parking Advisory

Communication Methods:
Social Media posts
Campus-wide email (when appropriate)
SMS message

ALERT

Used to immediately alert the university community of an incident *that is* threatening the health and safety of persons on campus or impacting normal campus operations

Example:
Immediate life-threatening emergencies
- Armed intruder
- Tornado
- Terrorism
- Explosion

Potential life-threatening emergencies
- Gas leak
- Nearby police activity
- Protest
- Credible threat

Any incident requiring the university to unexpectedly close campus or cancel a major event

Communication Methods:
Social Media posts
Campus-wide email
SMS message
*CTX Safe

The Two Options

- In any emergency, it comes down to two basic options:

Evacuation:

- Remove people from the danger

Shelter in Place/Lockdown:

- Remove the danger from the people

- In the extremely rare case of an active shooter, the standard response is:

AVOID | DENY | DEFEND

- *This is a combination of the two options, with the addition of self defense as a last resort*

Incident Response Procedures

SEVERE WEATHER **HAZMAT** **ACTIVE SHOOTER** **FIRE** **BOMB THREAT/ SUSPICIOUS PACKAGE**

SHELTER

Remain calm

Find a hardened structure

Avoid large-span roof structures (Gym, Chapel, etc.)

Close/secure doors and windows

Hide under furniture/protect neck and head

Shove wet towels/clothing to block smoke/vapors

Stay connected via your mobile device

Prepare to evacuate the facility when prompted by officials

AVOID DENY DEFEND

Run away from the threat

Put as many objects between you and threat as possible

Warn others as you leave the area

Shelter in a hardened structure

Lock the door, turn off the lights, silence mobile devices

Barricade doors, stay hidden and silent

Defend yourself if necessary

Team up on the threat to overwhelm it quickly

Attack vulnerable areas

Commit to your actions

EVACUATE

Remain Calm

Do not gather belongings, but take your phone

Leave the building immediately

Look/listen for university officials at safe exits

Do not use elevators to evacuate

Help others that need assistance to evacuate

Stay with the group you are in

Walk to the nearest gathering area

Do not leave the gathering area until authorized by university officials

DIAL 911 FOR EMERGENCIES
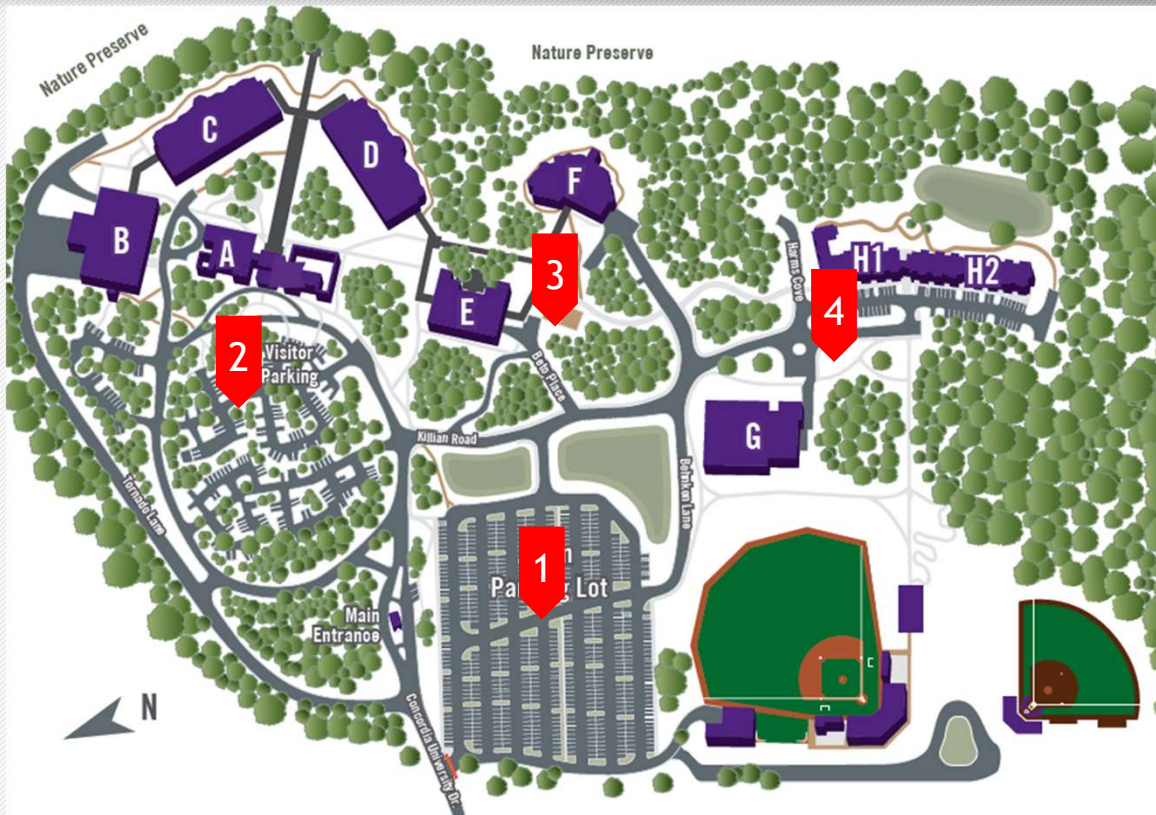## Dial (512) 313-3311 for CAMPUS POLICE

Evacuation Procedures

- Evacuate immediately when prompted by fire alarms, university officials, or by official announcement (CTXAlert, CTX Safe)
- Do not take the time to gather all of your belongings, but do take your mobile phone
- Be aware of, and utilize, designated primary/alternative evacuation routes
- Look and listen for university officials at the appropriate exits
- Leave the building in an orderly manner without rushing or crowding
- Do not use the elevators
- Provide aid and assistance to those in need (individuals with disabilities)

Evacuation Procedures (continued)

- Be aware of [and follow] instructions given by police personnel and other officials.
- Walk to the appropriate **EMERGENCY GATHERING LOCATION**
- **STAY WITH THE GROUP YOU ARE IN**, and evacuate to the nearest safe gathering area. This makes accounting for everyone much more reliable and efficient.
- Stay at the gathering area until released by university officials
- Report any individuals who have been injured or left behind to emergency responders
- Do not re-enter a building until an official "all clear" is given

Emergency Gathering Locations

Shelter In Place/Lockdown Procedures

- Seek shelter inside a building:

  - Go to the lowest level possible if available in the situation
  - Find a room with a minimum amount of glass that can be locked
  - Avoid sheltering from weather events in large-span roof structures (gym, chapel, etc.)
  - Secure the room, barricade the door as applicable with desks, chairs, etc.
  - Turn off the lights and silence devices, but stay in contact with your mobile device
  - Await the all clear, whether campus wide or by emergency responders
  - Prepare to evacuate

Shelter in Place/Lockdown Procedures
(continued)

- If you cannot get inside, or escape the danger outside:

- Find a place of cover and concealment from the danger
  - Behind vehicles or solid structures
  - Lay down in a ditch below surface level
- Shelter in cover while staying situationally aware of the danger
  - Use your arms to protect your neck and head (drop-and-tuck position)
- Prepare to evacuate when prompted

Avoid | Deny | Defend

Watch the video to familiarize yourself with the Avoid | Deny | Defend concepts:
https://www.youtube.com/watch?v=j0It68YxLQQ

AVOID starts with your state of mind:
- Pay attention to your surroundings.
- Have an exit plan.
- Move away from the source of the threat as quickly as possible.
- The more distance and barriers between you and the threat, the better.

DENY when getting away is difficult or maybe even impossible:
- Keep distance between you and the source.
- Create barriers to prevent or slow down a threat from getting to you.
- Turn the lights off.
- Remain out of sight and quiet by hiding behind large objects and silence your phone.

DEFEND because you have the right to protect yourself:
- If you cannot Avoid or Deny be prepared to defend yourself.
- Be aggressive and committed to your actions.
- Do not fight fairly. THIS IS ABOUT SURVIVAL.

CALL 911 when you are in a safe area.

University Response

- The University will respond by:
    - Immediately deploying CTXPD to assess and counter the danger
    - Sending CTX Alert warnings as soon as possible to alert students/faculty/staff
    - Assisting in evacuation or shelter procedures
    - Coordinating response between local, State, and Federal resources

University Recovery

- The University will recover by:
  - Coordinating resources for students/faculty/staff effected by the incident
  - Communicating situational updates throughout the recovery
  - Ensuring systems and facilities are safe and functional, or coordinating alternatives until recovery is complete

Conclusion

HAVE A PLAN BEFORE SOMETHING GOES WRONG

Can I answer any questions or concerns?
Come talk to us in D 138 for more resources.

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