# EMERGENCY PROCEDURES

## Bomb Threat
- **REMAIN CALM**
- Follow instructions of emergency personnel
- If evacuating, assemble at pre-determined rally points
- Restrict unnecessary cellphone or radio usage
- Avoid the area. No re-entry until authorized by emergency personnel or Auraria Campus Police.

## Active Harmer
- **RUN, HIDE, FIGHT**
- Try to escape area safely
- Hide and barricade if you cannot escape
- Protect yourself by locking doors, turning off lights, silencing cellphones
- Fight back as a last resort
- Follow instructions of emergency personnel

## Fire
- **EVACUATE**
- Pull fire alarm
- Leave the building, close doors behind you
- Avoid using elevators
- Assemble at pre-determined rally points
- Do not re-enter the building until directed by emergency personnel

## Access & Functional Needs
- **INCLUSION**
- Please support and use a “buddy system” to assist people with disabilities and access and functional needs.
- If you are unable to assist, notify emergency responders of the location and the number of persons who need help in the area.

## Emergency
- **CALL/REPORT/PREPARE**

  **911**
  (From A Campus Phone)
  - OR -
  **303-556-5000**
  (From A Cellphone)
  **720-593-Tips (8477)**
  (Text-A-Tip)

  For more info, visit www.ahec.edu/emergency

## Suspicious Object/Activity
- **SEE SOMETHING, SAY SOMETHING**
- A person is behaving strangely
- The object is out of the ordinary
- Sexual misconduct
- Trust your instincts
- Notify police

## Hazardous Materials
- **STAY BACK**
- Pull the fire alarm and evacuate the building
- Notify police
- Assemble at the pre-determined rally point
- Do not re-enter the building until directed by emergency personnel

## Severe Weather
- **SHELTER-IN-PLACE**
- Move to an interior room on the lowest level
- Stay away from windows and exterior doors
- Follow directives of emergency personnel
- After the storm passes, stay clear of damaged areas. Be aware of hazards.

## Medical Emergency
- **TAKE ACTION**
- Notify police
- Provide location, nature of illness/injury, the current condition of the victim
- Do not move the victim unless in immediate danger
- If trained, administer first aid/CPR/AED as needed

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### Contact Information
- **University of Colorado Denver**
- **Auraria Higher Education Center**

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