Evacuation

PROMPTS: Fire alarm, direction from the UNT Police or City of Denton Fire Department, an Eagle Alert, a visibly life-threatening situation

- Gather those around you and quickly leave through the nearest exit.
- Ask those around you with limited mobility if they need help and provide assistance, as able.
- If you take notice of someone unable to evacuate, note their location and tell first responders as soon as possible.
- Those with access and functional needs should immediately go to the nearest fire refuge area and call 911.
- Move at least 200 feet away from the building and stay off fire lanes.
- Comply with directions from first responders.

Shelter

PROMPTS: Eagle Alert, Outdoor Warning Sirens

- Go indoors immediately.
- Seek shelter on the lowest level of the building, away from windows and exterior walls.
- For tornadoes: Encourage others to shield their head and neck with arms and putting material such as furniture and blankets around themselves.
- If the event is HAZMAT related, completely turn off or seal off all external air sources including windows, doors, and air vents.
- Stay in shelter until an Eagle Alert is sent telling you it’s safe to leave.

Medical Emergency

- Call 911 (or have someone call 911 for you).
- Send others to get an AED and to meet first responders at the door.
- Ask the individual if you have their permission to assist them.
  - If YES, provide first aid to the extent that you feel able.
  - If NO, move away from the individual and wait for first responders.
  - If unconscious, you have implied consent to provide assistance, as long as you are not negligent.
- Assist paramedics as needed when they arrive.
- Gather info and report the incident to Risk Management Services.


PROMPTS: Eagle Alert; successive, loud shot noises; groups of individuals running and screaming

- RUN and escape the active threat if possible.
- HIDE from the active threat if escape is not possible.
- FIGHT the attacker as a last resort and commit to your actions.
### CAMPUS EMERGENCY CONTACTS

<table>
<thead>
<tr>
<th>Category</th>
<th>Details</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Any life-threatening emergency</strong></td>
<td>Active threat, Acts or threats of violence, Bomb threat, Fire, Hostage situation, Life-threatening hazardous materials release, Medical emergencies, Natural gas leak, Suicidal person, Violent civil disturbance or demonstration, Violent/threatening/hostile individual</td>
<td>Call or text 911 in life-threatening emergencies 911</td>
</tr>
<tr>
<td><strong>Any non-emergency concerns</strong></td>
<td>Civil disturbance or demonstration, Disruptive person, Elevator failure, Suspicious person</td>
<td><strong>UNT Police</strong> 940-565-3000</td>
</tr>
<tr>
<td><strong>Maintenance-related issues</strong></td>
<td>Power outage, Water leak or flooding, Property damage</td>
<td><strong>UNT Facilities</strong> 940-565-2700</td>
</tr>
<tr>
<td><strong>Minor hazardous materials release</strong></td>
<td></td>
<td><strong>UNT Risk Management</strong> 940-565-2109</td>
</tr>
</tbody>
</table>

*If you are unsure if a situation is or is not an emergency, always call 911.*
BUSINESS LEADERSHIP BUILDING
EMERGENCY LOCATIONS AND SUPPLIES

Shelter Areas
- **Basement level:** restrooms and rooms 055, 070, 090.
- **1st floor:** restrooms and rooms 155 and 170.

Evacuation Assembly Area
- **Individuals in basement:** To the north of the building, on the Union South Lawn unless directed to go elsewhere by first responders or an Eagle Alert.
- **All other occupants:** To the west of the building, in the grassy area south of Crumley Hall, west of Parking Lot 24 unless directed to go elsewhere by first responders or an Eagle Alert.

Medical Emergency Related Equipment
- **First Aid Kits:** Located in Room 150L (Kitchen, the first cabinet on the right, third shelf on the left); Room 110E (Workroom, lower cabinet); Room 210 (Workroom/Kitchen, in the upper cabinet just to the right of the refrigerator); Room 290L (Kitchen, in the bottom shelf to the right of the refrigerator).
- **Stop the Bleed Kits:**
- **AEDs:** Located on the 1st floor, next to 190B.

Fire Refuge Areas: A temporary haven from the effects of a fire or other emergency that would normally require evacuation.
- Located on the northwestern staircases on the 2nd and 3rd floor.
Special Emergency Procedures for Business Leadership Building:

- The BLB has a manual pull Tornado Alarm with two control pulls located inside on the west end of the building.
- The overhead message, when the manual pull is activated, is currently as follows:
  - May I have your attention please (x 2)
  - A tornado warning has been issued for this area (x 2)
  - Please take all appropriate safety actions at this time (x 2)
BUSINESS LEADERSHIP BUILDING
ROOF PLAN