Emergency Preparedness

Developed By
The University of Texas at Dallas
Department of Environmental Health and Safety,
Office of Emergency Management
1. **MAKE A PLAN**

- Communicate: be ready to give and get essential information to family and friends.
- Discuss with your household or family how to prepare and respond to the kinds of emergencies that are most likely to happen where you live, learn, work and play.
- Develop a Family Communication Plan.

Contents could include:
- Out-of-town contact’s information
- Work information
- Neighborhood meeting place
- Family information
- Medical contacts
- Insurance information

Be Comet Ready!
2. BUILD A KIT

- An emergency supply kit is simply a collection of basic items your household may need in the event of an emergency.
- Try to assemble your kit well in advance of an emergency.
- Items to consider adding to an emergency supply kit are:
  - Water, one gallon of water per person per day for at least three days, for drinking and sanitation.
  - Food, at least a three-day supply of non-perishable food per person.
  - Flashlight and extra batteries
  - First aid kit
  - Whistle to signal for help
  - Prescription medications
3. BE INFORMED

- Natural disasters such as flood, fire, earthquake, tornado and windstorm affect thousands of people every year. You should know what your risks are and prepare to protect yourself, your family and the community.
- Recognizing an impending hazard and knowing what to do to protect yourself and your family will help you take effective steps to prepare beforehand and aid recovery after the event.
- More details about each hazard can be found here.
- The next slide will show how to stay informed at UT Dallas and in your community.
EMERGENCY NOTIFICATION

Staying Informed With:

- UTDAlert
- Outdoor Warning System
- Indoor Warning System
- University Webpage
- Social Media
- Campus Status Hotline (972-883-7669)
- Media
- City of Richardson / Dallas Community Emergency Notification System
- NOAA Wireless Emergency Alert System

Not receiving our texts? Go [here](#) to update your information. Descriptions of emergency notification systems can be found [here](#).
EMERGENCY RESPONSE PROCEDURES

EVACUATE

When building alarms sound

LEAVE THE BUILDING IMMEDIATELY

LEAVE the building immediately

DO NOT use elevators

ASSIST the disabled

TAKE valuables and cell phone with you
EMERGENCY RESPONSE PROCEDURES

SEEK SHELTER When outdoor warning sounds

FIND A SAFE PLACE IN A BUILDING

ENTER a safe place in the building

SEEK interior rooms away from doors & windows

LISTEN for instructions from the indoor warning system or KEEP TUNED to media, if possible.

WAIT for the “all clear” from campus officials
EMERGENCY RESPONSE PROCEDURES

LOCKDOWN
When given the order to lockdown

FIND A SAFE PLACE IN A BUILDING

STAY in your room or building
LOCK or barricade doors, close blinds, turn out light, seek secure location
STAY AWAY from windows
LISTEN for instructions from the indoor warning system or KEEP TUNED to media, if possible.
WARN OTHERS to provide critical or emergency information call 972-883-2222 or 911, if possible
EMERGENCY MANAGEMENT TEAM

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