

Appendix F

**EARTHQUAKE**

**To report a Campus Emergency, contact:**

	<u>Calling from on campus</u>	<u>Calling from off-campus/cell</u>
CCU Public Safety (PS)	Ext. 2911	843-349-2911
When PS cannot be reached	Ext. 9-911	911

**Also, know the locations of the Emergency Call Boxes and use them in the event of an emergency.**

During an earthquake, remain calm and quickly follow the steps outlined below.

- Step 1: If indoors, seek refuge in a doorway or under a desk or a table. Stay away from glass windows, shelves and heavy equipment.
- Step 2: If outdoors, move quickly away from buildings, utility poles and other structures. Caution: Always avoid power or utility lines and trees as they can be energized. Know your area assembly location and go to that place immediately.
- Step 3: If in an automobile, stop in the safest place available, preferably away from power lines and trees. Stop as quickly as safety permits, but stay in the vehicle for the shelter it offers.
- Step 4: After the initial shock, assess the situation and if emergency help is necessary, report the emergency by telephone. Do not hang up until told to do so. Protect yourself at all times and be prepared for after shocks.
- Step 5: Damaged facilities should be reported to Public Safety and Facilities Management. Note: Gas leaks and power failures create special hazards. Please refer to the section on Utility Failures.
- Step 6: When the building evacuation (Fire) alarm is sounded, or when told to leave by University officials, walk quickly to the nearest “SAFE EXIT” and ask others to do the same. Assist the Disabled in exiting the building.
- Step 7: An Emergency Operations Center may be set up near the disaster site. Keep clear of the area unless you have official business.
- Step 8: Do not return to an evacuated building unless told to do so by Public Safety.