# VETERINARY MEDICINE OLD QUADRANGLE

## EMERGENCY PROCEDURES

### Numbers to Know!

<table>
<thead>
<tr>
<th><strong>ALL EMERGENCIES</strong></th>
<th>215-573-3333</th>
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<tbody>
<tr>
<td><strong>511</strong> (From Any Campus Phone)</td>
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<table>
<thead>
<tr>
<th><strong>GENERAL INFORMATION</strong></th>
<th>215-898-7297</th>
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<tbody>
<tr>
<td><strong>ESCORT SERVICES</strong></td>
<td>215-898-RIDE (7433)</td>
</tr>
<tr>
<td><strong>SPECIAL SERVICES</strong></td>
<td>215-898-4481</td>
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<tr>
<td><strong>215-898-WALK (9255)</strong></td>
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### Building Area of Refuge:

<table>
<thead>
<tr>
<th>Primary:</th>
<th>Vet School Parking Lot</th>
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<tbody>
<tr>
<td>Secondary:</td>
<td>IFO Rosenthal</td>
</tr>
</tbody>
</table>

### Recommended Relocation Site:

<table>
<thead>
<tr>
<th>Primary:</th>
<th>Rodin College House</th>
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<tbody>
<tr>
<td>Secondary:</td>
<td>Class of 1920 Dining Commons</td>
</tr>
</tbody>
</table>

### This Building’s Shelter Area:

- **Suite 177E**

### SHELTER-IN-PLACE
- **Purpose:** To shelter occupants inside the building in the event of a hazardous/biological material or other emergency incident outside the building.
- When notified, go inside the nearest building.
- Close all windows and doors.
- Report to the building’s shelter area.

### FIRE
- Notify occupants and help those needing assistance in the immediate area.
- Confine the fire by closing doors as you exit.
- Activate the nearest fire alarm pull station.
- Evacuate the building at the nearest exit and call the emergency number listed above.
- Do not enter the building until authorized to do so by emergency personnel.

### ACTIVE SHOOTER
- **RUN (Evacuate)** When an active shooter is in your vicinity:
  - If there is a way out, and you can get out, GET OUT!
  - Leave your belongings behind.
  - When safe to do so, call the emergency number above.
- **HIDE (Hide Out)** If evacuation is not possible, find a place to hide:
  - Lock and/or barricade the door.
  - Silence your cell phone.
  - Hide behind large objects if possible.
  - Remain very quiet and do not leave until directed by law enforcement officers.
- **FIGHT (Take Action)** As a last resort, and only if your life is in danger:
  - Attempt to incapacitate the shooter.
  - Act with physical aggression.
  - Improvise weapons.
  - Commit to your actions.
  - Once the shooter is incapacitated, call the emergency number above.

### BUILDING EVACUATION PROCEDURES
- When the fire alarm is activated, evacuation is mandatory.
  - **DO NOT** use elevators.
  - Take personal belongings (ID, keys, purses, wallets, etc.) and dress appropriately for the weather.
  - Upon exiting, proceed to your building area of refuge to begin the accountability process.

### BOMB THREAT
- **Remain Calm** and indicate your desire to cooperate with subject.
- **Get as much information as possible** from the threatening caller.
- Call the emergency phone number above from a hard wired phone. **DO NOT** use a cell phone.
- Follow the instructions from emergency personnel.

### SUSPICIOUS PACKAGES
- Do not touch or disturb the object or package.
- Isolate the package and evacuate the immediate area.
- Call the emergency phone number listed above.
- Notify your Building Administrator.

### SUSPICIOUS BEHAVIOR
- Do not physically confront the person exhibiting the behavior.
- Do not let anyone into a locked room/building.
- Do not block a person’s access to an exit.
- Call the emergency phone number above immediately.

### GET INVOLVED!
- Want to get involved? Join the PennReady team today! Call Fire & Emergency Services at 215-573-7857 for more information

### Register Your Emergency Contact Information

#### How to Register
- **Faculty & Staff** [http://www.upenn.edu/directories](http://www.upenn.edu/directories)
- Visit the [Penn Directory] website to update your information
- **Students** [http://www.upenn.edu/penn_portal](http://www.upenn.edu/penn_portal)
- Visit the [Penn Portal] website to update your information

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**For More Information Please Visit** [http://www.publicsafety.upenn.edu](http://www.publicsafety.upenn.edu)