

IN AN EMERGENCY

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CALL 911

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CALL NAIT
PROTECTIVE SERVICES,
780.471.7477



HAZARDOUS MATERIAL RELEASE

- Immediately vacate the area.
- Follow the instructions of First Responders.
- Avoid the affected area until First Responders give the 'All Clear'.



HOLD AND SECURE

- Enter a building and remain indoors.
- Ensure doors and windows are closed.
- Continue regular working/learning activities unless directed otherwise.
- Stay indoors until First Responders give the 'All Clear'.



LOCKDOWN

- Enter a room, close and lock the door, and turn off lights.
- Do NOT answer the door or activate the fire alarm unless there is a fire.
- Stay quiet and remain hidden until First Responders give the 'All Clear'.
- Silence mobile devices.



MEDICAL EMERGENCY

- Approach the injured person only if it is safe to do so (i.e. no gas leaks, fire, etc.).
- Do not move ill or injured person(s) unless it is essential for their safety.
- If qualified, provide first aid.
- Remain at the scene to provide information to First Responders.



SHELTER-IN-PLACE

- Enter and remain indoors.
- Close doors and windows.
- For severe weather, stay away from outside walls and windows.
- For a hazardous material release, close or block any ventilation sources.
- Remain sheltered until First Responders give the 'All Clear'.



REMOTE INCIDENT

- Call the impacted individual's supervisor, HR representative, or Program Department Head and advise them to contact 911. If you're unable to or do not know the appropriate contact, contact NPS for support.
- Remain in the virtual environment until Emergency Services arrive and provide additional information as required.



ACTIVE AGGRESSOR

- Get Out - Exit the building quickly and keep your hands visible to First Responders.
- Hide - If you can't run, hide. Turn off lights and stay quiet.
- Fight - If you are in imminent danger, fight to defeat the attacker.
- Check-In/Report - Once you are safe, let others know. Report any observations to First Responders.



CRIMINAL ACTIVITY

- For crimes in progress, call 911. For threats and suspicious packages, notify NAIT Protective Services.
- Record as much information as possible about the circumstance and perpetrator.
- If the situation becomes violent, and injury to persons or damage to property may occur, leave the area.
- Do not touch or handle suspicious packages.



FIRE

- In the case of a fire, sound the fire alarm. Check doors for heat. If they are hot, do NOT open.
- Leave the area as directed by Emergency Wardens.
- Close (but do NOT lock) all doors behind you.
- If possible, take your belongings.
- Do NOT use elevators.
- If you need assistance evacuating, advise an Emergency Warden.
- Gather at Emergency Meeting Points.
- Do NOT re-enter until First Responders give the 'All Clear'.



Emergency Information:
nait.ca/emergency | @NAIT



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