UNCP EMERGENCY PROCEDURES

EMERGENCIES / NON-EMERGENCIES: ext. 6235 or 910.521.6235
EMERGENCY NOTIFICATIONS: ext. 6888 or 910.521.6888 (24-hour recorded phone line)

911 Address
Magnolia House
64 Dogwood Lane

EMERGENCY NOTIFICATIONS: ext. 6888 or 910.521.6888
(24-hour recorded phone line)

ACTIONS:

MEDICAL EMERGENCY
• Call UNCP Police at ext. 6235 or 910.521.6235.
• Provide the location of incident, nature of illness or injury, the number of victims, and your name.

FIRE
• DO NOT use elevators. Use stairs only.
• Leave the area, pull fire alarm and close the door.
• Evacuate the area and proceed to your assembly point.

SEVERE WEATHER
• Seek shelter immediately.
• Move to lowest level in building.
• Move to interior area of building (hallways/rooms).
• Stay away from windows, skylights and glass.

SUSPICIOUS BEHAVIOR
• Immediately report emergencies or suspicious behavior by calling UNCP Police at ext. 6235 or 910.521.6235, or utilize the LiveSafe App.

SUSPICIOUS PACKAGE
• DO NOT use cell phones, radios or electronic devices.
• DO NOT handle suspicious package or other items.
• From a land line, call UNCP Police at ext. 6235 or 910.521.6235.
• Proceed as instructed by emergency personnel.

GAS LEAK
• DO NOT turn lights on or off.
• DO NOT use cell phones or radios.
• DO NOT activate fire alarm.
• Evacuate the area and proceed to your assembly point.
• Once safe, call UNCP Police at ext. 6235 or 910.521.6235.

HAZARDOUS MATERIAL
• DO NOT attempt to clean spill.
• Evacuate the area and proceed to your assembly point.
• Call UNCP Police at ext. 6235 or 910.521.6235.

SHELTER IN PLACE

SEVERE WEATHER
• Seek shelter immediately.
• Move to lowest level in building.
• Move to interior area of building (hallways/rooms).
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If you see or know a person has a firearm on campus, call UNCP Police at ext. 6235 or 910.521.6235.

If there is an accessible escape path, try to evacuate the area.

If evacuation is not possible, find a place to hide where the shooter is less likely to find you.

As a last resort, and only when your life is in danger, attempt to disrupt and/or incapacitate the active shooter.

ENVIRONMENTAL HEALTH & SAFETY

This publication is available in alternative formats upon request. Please contact the Accessibility Resource Center, Dr. Joseph B. Oxendine Administrative Building, Room 110, or call 910.521.6695.