AUGUSTANA COLLEGE OFFICE OF RESIDENTIAL LIFE

WESTERLIN EMERGENCY PROCEDURES

Fire Evacuation

Plan ahead:

1. Know where fire alarms are located.
2. Know the number of doors to each exit.
3. Know where all exits are located.

Your evacuation area is _ERICKSON_

If you discover a fire:

- Shut door to prevent fire from spreading, if possible.
- Pull the nearest alarm.
- Leave the building by the nearest exit.
- Call the Fire Department by dialing 9-911.
- Do not attempt to put out fires or rescue others unless you can do so safely.

When the fire alarm sounds:

- Always presume it is the real thing!
- Check the door and door handle for heat, and the corridor for smoke.

If door handle is HOT:

- Stay in your room. Do not try to jump.
- Seal cracks around the door using wet sheets, towels, or clothing.
- Call 9-911 to alert fire personnel that you are trapped.
- Stay near a slightly-opened window and low to the floor.
- Hang something out the window to attract the attention of the Fire Department.

If door handle is NOT HOT:

- Close your windows.
- Take your coat, shoes, etc. - assume you will initially have to wait outside.
- Leave your room via the safest exit.
- Close all doors as you exit.
- Do not re-enter your building until told to do so by staff or emergency personnel.

Medical Emergencies

Call 9-911 immediately. Then call Security (794-7711) or your CA, AC, or service desk for additional support.

Severe Weather

If weather looks threatening, tune in to any local TV or radio station for weather updates. The college is located in Rock Island County. Please refer to e2campus alerts for additional direction.

Tornado Watch - Weather conditions are favorable for the formation of tornadoes.

Tornado Warning - A tornado has been sighted in the area:

- Close all doors, stay away from windows and seek shelter.
- Best shelter areas: Basement, restrooms without windows, interior hallways on lowest or ground floors. If there is no time to evacuate, run to the hallway, close the door, and sit in a crouched position, keeping your head and face covered. If there is no time to leave your room, crawl under your desk or mattress.
- If you smell gas, leave the building immediately. Do not use your phone or generate sparks.

Winter Storms And Other Weather Emergencies:

Check KWQC TV6, WLLR 103.7 FM, WOC 1420 AM radio, or check your email for class cancellations.

e2campus & Emergency Alert Siren

Sign up for **free** e2campus text messaging emergency alert service at **www.augustana.edu/e2campus**.
If campus emergency alert siren is activated, check cell phone (prior e2campus registration required) or Augustana e-mail for emergency information and instructions.

General Reporting Information

Allegations or questions about possible criminal acts (i.e., sexual assault), discrimination, harassment or insensitivity can be reported to any of the offices listed below:

Fire/Ambulance/Police:	9-911
Campus Security:	794-7711
Dean of Students:	794-7533
Title IX Officer:	794-7312

Firsthand information is required for posting. Such acts will be taken seriously and thoroughly investigated.

Service Desks:	
Andreen	***794-8200***
Erickson	***794-8955***
Seminary	***794-8907***
Swanson	***732-3875***
Westerlin	***794-8914***