

## EMERGENCY ALERT SYSTEM OVERVIEW

In the event an emergency is identified for the campus that requires rapid and widespread dissemination of information to the campus community, University Police will use a two-wave approach to alert and inform. The first wave will require approximately 10 minutes to complete. A second wave of information will follow that will provide updates to the emergency, as needed.

### **First Alert Wave using pre-recorded messages**

- Siren alert with voice capability to facilitate outdoor communication across the campus
- Voice /text messaging
- E-mail
- Video on Channel 24

The second wave of information will be used to provide additional sources and/or updated information.

### **Second Alert Wave (could include some or all of the following methods)**

- SU home page ([www.salisbury.edu](http://www.salisbury.edu))
- Emergency web page ([www.salisbury.edu/emergency](http://www.salisbury.edu/emergency))
- E-mail
- Video on Channel 24
- Signs posted at building entrances
- Building Safety Personnel

The pre-recorded messages of the First Alert Wave have been developed to address a variety of emergency conditions. It is important that individuals understand the nature of the warnings for the alert system and what to do if a pre-recorded alert is sounded.

**Tornado warning** – A tornado warning means a tornado has been sighted or is indicated by weather radar in the area of the campus. Individuals in a building should stay inside and shelter in-place in an interior hallway or room that is away from glass doors or windows at the lowest possible level. Visit [www.salisbury.edu/healthsafety/buildings](http://www.salisbury.edu/healthsafety/buildings) for shelter in-place detail by building. Individuals outdoors should immediately seek shelter indoors. If outdoors when a tornado approaches and a building is not accessible, lie down in a low area (ditch, etc.) and cover your head/face. The tornado warning will remain in effect until an all clear notification has been given.

**Armed intruder warning** – An armed intruder warning means that one or more persons are armed with weapons on or in the immediate area of the campus. If you are indoors you should secure your office/room doors, and stay quiet. Notify University Police if you know the location of the intruder(s). If possible, monitor the second alert wave resources for updates. If you are outdoors, be alert to your surroundings and seek shelter. The armed intruder warning will remain in effect until an all clear notification has been given.

**Campus Evacuation** – If there is an event that requires the immediate evacuation of the entire campus, everyone is expected to stop what they are doing and leave the campus in an orderly manner. Vehicle traffic will be managed by University Police with possible assistance by county and city agencies, as available. Evacuation will remain in effect until an all clear notification has been given.

**Seek Shelter** – An event other than a tornado which requires the campus community to seek shelter immediately. Individuals should close windows, doors and take shelter in areas away from glass. Remain indoors until an all clear notification has been given.

**Get Information** – If an emerging situation occurs that is not described by the other messages, this message is intended to direct individuals to seek the second wave information sources for updates on the nature of the emergency situation. If available, e-mail will be the most likely source of update information.