

Emergency Response at Yale

IN THE EVENT OF ANY EMERGENCY ON CAMPUS:

Dial 911, or call the Yale Police at 203-432-4400, or press the red button on a Campus Blue Phone, or activate the Bulldog Mobile (LiveSafe) app on your phone; and follow the instructions provided by Yale alert or Public Safety.

PLAN	EVALUATE	RESPOND
<i>Think ahead</i>	<i>Consider your options</i>	<i>Take action</i>
By preparing both mentally and logistically, you can increase your confidence and ability to handle a real emergency situation. Being prepared can reduce the fear, anxiety, and losses that disasters often bring.	Understanding your options will help you respond more consciously and manage your natural instincts of “fight, flight, or freeze.” You may only have a few seconds to evaluate the situation, and in that moment you can ask yourself these questions:	Once you have evaluated the situation and understand your options, you are able to choose how to respond to the emergency in the way that maximizes your safety. Remember:
<ul style="list-style-type: none"> • Save the Yale ALERT number (203-432-5830) as a contact and pay immediate attention to all notifications. • Download the Bulldog Mobile (LiveSafe) app. 	<ul style="list-style-type: none"> • Should we evacuate? • Where are the exits? • Should we shelter in place? • Whom should we call for help? 	<ul style="list-style-type: none"> • Do not take unnecessary risk. • Remain as calm as possible. • Always use common sense.

EVACUATION	SHELTER IN PLACE	ACTIVE SHOOTER
If you need assistance evacuating—whether you have a permanent or temporary special need—please review the guidelines at emergency.yale.edu/be-prepared/special-needs-guidelines .	Shelter in place means finding a safe location indoors and staying there until you are given an “all clear” or told to evacuate. You may be asked to shelter in place because of an active shooter; tornado; or chemical, radiological, or other hazard.	An active shooter is an individual actively engaged in killing or attempting to kill people with a gun. <i>Know your options: evacuate, shelter in place, or as a last resort, fight for your life!</i>
<ul style="list-style-type: none"> • Stay calm. • Evacuate in a safe and orderly manner. • Always evacuate during fire alarms. • Identify the safest and most efficient route to the evacuation point, listen for instructions, and remain aware of your surroundings. • If there are obstacles blocking your primary evacuation route, find an alternate exit. • Once evacuated, remain calm and wait to follow further instructions from Public Safety. • If your location becomes unsafe, proceed to a safe and secure area and call the Police. • Assist others if it is safe to do so. • Ask for help or call 911 if you are unable to evacuate safely. 	<ul style="list-style-type: none"> • Stay calm. • Proceed to a location that can be secured, and lock or secure the door. If necessary, move something in front of the door to ensure it cannot be forced open. • Turn off all lights, silence all phones, and wait for further instructions. They will come via e-mail or text, so keep your silenced phone nearby. • Do not open the door until instructed by responding authorities. • Remember: contact Yale Police or 911 if you feel your safety is in jeopardy. • Tips on finding a safe location: Does the door lock? Does it open out or in? Is there furniture nearby that you can use to barricade the door? Can you close or block the windows? • Think of what you might need (food, water, and medication) if the shelter-in-place notice lasts many hours. 	<ul style="list-style-type: none"> • Active shooter situations happen quickly. Every second counts! • Call 911 when it is safe to do so. • If indoors: Stay where you are if you are being asked to shelter in place. Find a safe location, lock the doors, and stay away from windows. • If outdoors: Move away from the affected area. Yale buildings will likely be on lockdown; if you have ID card access, you can get inside. Or find an open business or go to your car. • If on a different part of campus, stay away from the affected area and follow the instructions provided by Yale ALERT. • <i>As a last resort:</i> If you find yourself face-to-face with the aggressor, do whatever is necessary to survive, including using your body to attack or your wits to distract the shooter; attempt to flee immediately after the aggressor is disoriented.

EMERGENCY ACTION PLAN	
Department name:	School of Management - Evans Hall
Address and office (area) location:	Evans Hall, 165 Whitney Ave, New Haven, CT 06511, USA
Nearest entrance for emergency responders:	165 Whitney Ave., front doors near the circle driveway off of Whitney avenue.

RESPOND	
Code word:	Dean Evans
First Aid Kit:	1st Floor: Main entrance by the security desk; one in the Dean's Office . 2nd Floor: Multiple kits in the South East corner depts. 3rd Floor: Kitchen in room 3249. 4th Floor: North East Corner. 5th Floor: Near kitchen sink in 5242.
AED:	1st Floor: Back Entrance Dining; by room 1452. 2nd Floor: By room 2240; Floor by Stairwell G. 3rd Floor: by Room 3515 (near stairwell); Kitchen room 3249. 4th Floor: By stairwells D & G. 5th Floor: Kitchen room 5242; Kitchen room 5515. L301 and L302 in lecture hall. Lower level by 354. Lower lever 320 (by fitness center)
Closest fire extinguisher:	2nd floor food warming kitchen has one on the wall nearest the elevator.
Closest pull station:	NEAR ALL CLASSROOM DOORS on the inside as you exit the doorway into the hallway.

EVACUATION	
Evacuation Meeting Place:	
Primary:	221 Whitney Avenue
Secondary:	121 Whitney Avenue
Dangerous Situations (scatter location):	221 Whitney rear of the building near parking garage.
Areas of Refuge:	None designated.
Where do leadership staff want to designate as meeting location?	221 Whitney Avenue
<p>Special Instructions: For any guests in the quad area, during an evacuation ensure that guests exit out of one of the 4 exits into the building and exit the building through the nearest exterior door.</p> <p>If you are evacuating for a dangerous situation, use caution going down stairs, exit quickly, quietly, and when outside of the building head towards the scatter location. In a situation with an armed assailant, if you are evacuating the building, please do so without bags and with your hands up and fingers spread so that first responders can assist you with vacating the area.</p>	

SHELTER IN PLACE	
If it isn't safe to evacuate then shelter in place.	
<p>Special Instructions: In ALL Classrooms: Lock all doors & ensure the locking mechanism is turned until no more "clicks" are heard. Those in the classrooms should hide behind desks and in higher seating rows away from the doors. BEINECKE TERRACE ROOM: Hidden wall storage closets can provide shelter if needed, push the wall panels near the exit doors to the patio. FORUM Room (1st floor): Evacuate to the student lounge or offices in close proximity. For any employee in an open work space (ex: cubicles on floors 3-5), grab the key to an adjacent office and SIP in that location. 4th Floor offices 4517-4529, SIP in the 4500-office suite space at the end of the hall near the first aid kit. 5th floor offices 5517-5529, SIP in the adjacent offices. Alert YPD to your location via the use of LiveSafe Mobile App.</p>	

ADDITIONAL PLANNING RESOURCES	
<p>Visit emergency.yale.edu for additional information pertaining to emergency planning and response, including:</p> <ul style="list-style-type: none"> • Active shooter video training • Classroom preparedness • Laboratory preparedness • Unwanted person • And more! 	

DEPARTMENT CONTACT		
Name	Phone Number	Email Address

Pete Koerner	+1 203-432-9221	pete.koerner@yale.edu
Jill McSorley	+1 203-432-0083	jill.mcsorley@yale.edu