

Emergency Radio Calls

IN CASE OF EMERGENCIES, preference must be given to calls related to the emergency and any other call must be avoided. The emergency must be established by the first person responding to and must be announced over the radio as follows:

**"681 - 10 THIS IS AN EMERGENCY"
(Security Services will respond)**

In an emergency event when you can't speak: press the button on top of your radio. The alarm sends a signal indicating trouble. Immediate assistance will be provided. (The 'On/Off' volume control knob must be in the 'On' position for button to function).

Emergency Check List

1. RENDER FIRST AID
(There are a number of people in Physical Plant who are trained in first aid. Their names are posted on the safety boards. You should get acquainted with their names.)
2. CALL SECURITY SERVICES (24 Hrs): Radio: 681-10; 555 (if using a university phone), #555 (if using a cellular phone on MTS or Roger's Wireless) or 9341.
(Give clear, accurate directions; have someone stay with the individual to guide Security Services and the ambulance.)
3. NOTIFY SUPERVISOR.
4. RESTRICT IMMEDIATE AREA OF THE INCIDENT TO AUTHORIZED PERSONNEL ONLY.
(Cordon area if danger exists.)
5. DO NOT DISTURB INCIDENT SCENE (Except to preserve life).
6. TAKE NAMES AND PHONE NUMBERS OF WITNESSES.