

The UNM ALERT Network

UNM's primary means of relaying information during an emergency is the UNM ALERT Network..

UNM ALERT is an e-mail and text messaging system that will send instant emails and text messages to all UNM email account holders, as well as subscribed cell phones, PDA's and email addresses, with information and instructions in the event of an emergency.

To learn more about the network, or to sign up, visit

<http://www.unm.edu>

Once you have the information, let others around you know. The best way to keep everyone safe is to keep everyone informed!

Continue to monitor your email for updates and instructions!



BE PREPARED

The best way to stay calm and safe in an emergency is to be prepared before it happens.

Here are a few tips to keep you safe:

- Program UNMPD into your cell phone— (505) 277-2241 — Call for emergencies, escorts or for any other assistance 24/7, even from off campus.
- Know where to receive information about delays and closures — *check your UNM email, the <http://unm.edu> website or call the Snow Line — (505) 277-SNOW* — for the latest information.
- Develop a phone calling tree for your department or residence hall.
- Practice your evacuation plans with friends and co-workers until you all know it
- Review and revise the plan regularly to include new people and room changes



About the
**University
Police
Department**

The University of New Mexico Police Department is a full service, 24/7 police department staffed with over thirty sworn state-certified police officers, in addition to security and support staff that support the department's mission: to keep our campus safe.

By state statute and through agreements with other law enforcement agencies, UNM police officers have full police authority both on and off-campus. They train to the highest standards and undergo regular training and recertification to provide the best level of service to the community.

In an emergency, University police officers are often the first responders and the first emergency staff you will encounter. Follow their directions to stay safe!

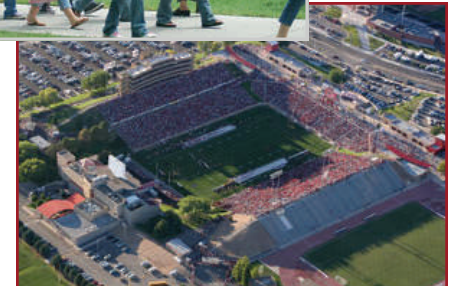
To learn more about the police department, visit their website or visit them in Hokona Hall.



THE UNIVERSITY of
NEW MEXICO

Preparing For Emergencies

On Campus



UNM Police Department
EMERGENCY 9-1-1
Non-Emergency (505) 277-2241

Safety is Everyone's Responsibility!



The University of New Mexico is a beautiful campus of over 700 acres, with over 26,000 students, 10,000 faculty & staff and countless visitors daily.

We are truly a city within a city!

At UNM, the safety of our community is paramount. The University maintains its own police department, Fire Marshal, Emergency Manager and over one-hundred other staff members dedicated to performing safety and security functions on campus everyday.

We are committed to Emergency Management. Our Emergency Management Committee and Emergency Operations Center conduct a number of emergency drills each year. These drills test UNM's preparedness for, response to, and recovery from various emergency scenarios.

Whether you are learning about UNM for the first time, or settling in for another great day, it is important to review the emergency procedures for campus on a regular basis and plan your actions in case you are called upon to put them into action.

Take a few minutes to read this brochure, find the emergency plans for your buildings and remind yourself what you can do to keep yourself safe in an emergency.

If you need more assistance, the UNM Police Department can help you and your group review, refine and practice the emergency plans you already have in place.

Emergency Plans

Because UNM is such a diverse campus, emergency plans for each building are unique. In some buildings they can be as simple as a fire evacuation plan, while in others they can involve research laboratories and patient care. Generally emergency plans are developed in cooperation with building managers, the University Fire Marshal, the University Police Department and the various departments which use the building. Emergency plans should be posted in every office and building on campus. Do you know where to find the plans for the buildings you use?

Even if you are in an unfamiliar building, get in the habit of noticing exit signs and stairwells instead of elevators in case you need to leave in a hurry.

Review your building emergency plans, as well as the evacuation and shelter in place procedures and practice them with friends. Post them in your dorm room or office for quick reference if you ever need them.

Evacuations

In rare cases, it becomes necessary to evacuate a building. An evacuation is an organized exit from a building to a safe place. Evacuations are usually ordered to protect you from a potential danger near you in a building. Fire alarms are the most common reasons for evacuation but others can be ordered when necessary.

If you receive the order to evacuate:

- Assess the area to find the safest evacuation route. *Remember, the safest route may not always be the closest.*
- Take only your essential belongings with you. *Medication, purse, wallet, jacket or coat if needed.*
- Move quickly to the nearest safe exit. *Avoid elevators, and help those who need assistance*
- Move away from the building to a safe place. Follow the directions of emergency responders.
- Don't return to the building until you are allowed to do so by police officers on scene.

Shelter in Place

In some instances, it is safer to shelter in place and wait for further instructions. Shelter in place orders are usually given to protect people from moving into an area where they could encounter danger.

If you receive the order to shelter in place:

- Move indoors or remain there — move away from windows and glass.
- If available, take a radio or television with you to monitor the news.
- Lock your office or room door and wait for a police officer or further directions.
- If available, check your UNM email regularly for UNM ALERT messages giving you further instructions.
- Keep the telephone lines free for emergency information. Do not call 9-1-1 or campus police for information. *However, if you are trapped or need assistance, please call 9-1-1 so that we can get you help.*
- Don't leave your room until a police officer comes

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Non-Emergency (505) 277-2241

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<http://police.unm.edu>