SHELTER IN PLACE VS LOCKDOWN

Shelter in place means that it is not safe to go outdoors because of hazardous materials, a natural gas leak or a police activity such as someone with a weapon (other than a gun). Assume that going outside would be dangerous.

Shelter in Place and Lockdown have different meanings. Lockdown is a term used when there is a person WITH A GUN on campus. Follow the Active Shooter Guidelines and Decision Tree.

SHELTER IN PLACE INSTRUCTIONS FOR HAZARDOUS MATERIAL OR NATURAL GAS LEAK

- Get indoors (at or above ground level)
- Close and lock the doors
- Close windows
- Seal all cracks, leaks and vents (plastic sheeting and duct tape work well, if you have them, otherwise use towels or whatever you have)
- Turn off heating and air conditioning
- Wait for instructions / Monitor campus Facebook and Twitter
- DO NOT OPEN THE OR WINDOWS DOORS ONCE THE CONTAMINANT IS PRESENT.
- Wait for a notification that says the “Shelter in Place is Over”.
- If you notice that your building has become unsafe (you smell gas, etc), leave to a safe location and call 9-1-1 (408-299-3233 from cell phone) to report the unsafe condition.

SHELTER IN PLACE INSTRUCTIONS FOR POLICE ACTIVITY (Except for a person with a gun. If gun, use Active Shooter Instructions)

- Get indoors
- Close and lock the doors
- Close windows
- BE ON ALERT
- If a person with a weapon enters your building, try to get away. If you are in a large group, and you have time, try to leave a few at a time to minimize attracting attention.
- Monitor campus Facebook and Twitter
- Report any observations related to the event to 9-1-1 (408-299-3233 from cell phone).
- DO NOT OPEN DOORS unless you are SURE you know who is on the other side.
- Wait for a message that says the "Shelter In Place is Over"