



# Emergency Contact Numbers

## Campus              Phone

Manhattan	x5155 (212) 277-5155
Oakdale	911
Queens	x5252 (718) 990-5252
Staten Island	x4487 (718) 390-4487

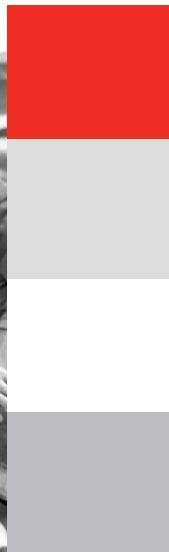
or

**Call 911**

*Department of Public Safety*



**Emergency  
Preparedness  
at St. John's**



# Emergency Planning – Our Purpose

The health and safety of all our students is of paramount concern at St. John's University. While the likelihood of a major emergency situation is remote, St. John's recognizes the critical importance of being prepared and has designed a comprehensive program that ensures the security of the University community in the event of a crisis.

The University's Emergency Planning programs are in place to effectively prepare for and respond to several different types of incidents that may occur. In the event of an emergency our first goal is your safety and the safety of everyone on campus, so please pay special attention to the following information:

## Emergency Management Structure

A major component of the Emergency Management structure are the Emergency Evacuation Volunteers (EEVs). Every building on campus has pre-designated EEVs who are responsible for encouraging others in their area to evacuate or stay in place as directed by Public Safety. They are expected to monitor their surroundings, reporting to public safety any hazardous or suspicious items.

## Risk Assessment and Contingency Plans

Procedures have been developed to address specific types of emergencies. The seven types identified as the most likely types of emergencies to occur are fire and explosions, power outages, hazardous materials released, adverse weather conditions, workplace violence, bomb threats and hostage situations.

Listing these seven types of emergencies does not preclude consideration of other types of potential emergencies. The structure, processes and protocols to respond to these noted types will offer the University the operational capacity and emergency management structure to respond to other types of emergencies.

Level	Examples
<i>Level 1</i> – a minor, localized incident	Localized plumbing fails Localized chemical spill
<i>Level 2</i> – a major incident impacting a portion of campus	Localized power failure Major fuel spill
<i>Level 3</i> – a disaster involving campus plus surrounding community	Major hurricane Campus wide outage

## In Case of Emergency

If a fire alarm is activated or Public Safety initiates an emergency evacuation of your building:

- **STAY CALM** and **DO NOT PANIC**
- Proceed to the closest emergency exit.  
Do not take the elevator.
- Follow instructions of Public Safety Officers and Emergency Evacuation Volunteers (EEVs).
- Once outside the building, continue to follow the directions of Public Safety Officers who will direct you to an assembly area.

These procedures are continually evaluated and updated in an effort to address new and different security issues that may emerge.

Your safety is our biggest concern. Please keep this brochure handy so you will know how to respond in the event of a problem.