

SHELTER IN PLACE

What conditions may warrant sheltering in place?

A hazardous material release, a dangerous person/hostile intruder in the area, severe weather that makes travel or being outdoors dangerous, when there is not enough time to safely evacuate.

What should I know about sheltering in place?

- The basic concept behind sheltering-in-place is to **put barriers** between yourself and the danger, while still maintaining safety and communications.
- The best room in a building to use for sheltering-in place is an **interior room** with as few windows and doors as possible, preferably with a TV, phone, and an adjacent bathroom.

What should I do to safely shelter in place?

- **In general:**
 - GO inside as quickly as possible **or**
 - PROCEED to interior room, if already indoors.
 - CLOSE all doors and windows.
 - LOCK all windows and close blinds and shades *if there is time*.
 - LOCK doors if advised to do so.
 - DO NOT use gas stoves, candles, or other fire sources due to the dangers of carbon monoxide and creating a fire hazard.
 - USE the phone only for emergencies.
- **If the emergency is a hazardous material spill or gas release:**
 - STAY low and away from windows, in high winds
 - BRING a disaster kit into this room.
 - TURN OFF air conditioners, furnaces, and fans, *if possible*.
 - SEAL all windows, doors and air vents with plastic sheeting and duct tape, if possible**or**
 - IMPROVISE and use what you have on hand to **seal gaps** so that you create a barrier between yourself and any contamination.
 - TURN ON a TV or radio so you can hear emergency messages.
- **If the emergency is a dangerous person or hostile intruder:**
See the Campus Violence section.
- **If the emergency is severe weather:**
See Severe Weather section.