	University of Akron Police Department (UAPD) at 330-972-2911
	Type of emergency
	 Location (building and room number) Your name
	Stay on the phone if possible
	During a fire or if the elevators are inoperable, have people in wheelchairs move to the closest stairwell and call UAPD to let them know their location and if they need help.
	City of Akron Emergency Services (Police, Fire/EMS) can be contacted by dialing 911 from a cell phone or Microsoft Teams phone.
	Immediately stop what you are doing.
Fire	Pull closest fire alarm pull station. If trained on how to use a portable fire extinguisher, you may try to extinguish the fire. Exit the area using closest exit. (Do not use elevators.) Report to your designated evacuation rally point.
	Rally Point: Buchtel Common Circle (area between Olin Hall and Kolbe Hall) Remain at the Rally Point until given the all clear to re-enter the building.
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	nd FIr Computer Labs and internal rooms Stay in the shelter until given all clear.
Bomb Threat	Write down or electronically save the threat. Report anything suspicious to responding UAPD or EOHS personnel. If ordered to evacuate the building and notice anything out of the ordinary or suspicious, make sure to inform UAPD. Be sure to take all important belongings (purses, wallets, medication, briefcases, etc.) with you when exiting because reentry to the building might not be possible for several hours.
Active Shooter / Violent Incident Follow the RUN HIDE FIGHT concepts	 RUN - If you are able to escape from the building then do so. Encourage others to leave with you, but do not allow them to slow you down. Don't stop until you are in a safe place! Notifiy UAPD once you are in a safe location. HIDE - If escape is not possible, find a good place to hide, lock and barricade the door. Turn off lights and silence your cell phones. Prepare a defensive plan in case the attacker enters the room. FIGHT - Find items to throw at the attacker's head (books, chairs, computers, book bags, fire extinguisher, etc.). As a last resort, be prepared to ambush the attacker