

## 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.

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### SHELTER IN PLACE INSTRUCTIONS FOR HAZARDOUS MATERIAL OR NATURAL GAS LEAK

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| <ul style="list-style-type: none"> <li>• Get indoors (at or above ground level)</li> <li>• Close and lock the doors</li> <li>• Close windows</li> <li>• Seal all cracks, leaks and vents (plastic sheeting and duct tape work well, if you have them, otherwise use towels or whatever you have)</li> <li>• Turn off heating and air conditioning</li> <li>• Wait for instructions / Monitor campus Facebook and Twitter</li> </ul> | <ul style="list-style-type: none"> <li>• DO NOT OPEN THE OR WINDOWS DOORS ONCE THE CONTAMINANT IS PRESENT.</li> <li>• Wait for a notification that says the “Shelter in Place is Over”.</li> <li>• 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.</li> </ul> |
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### SHELTER IN PLACE INSTRUCTIONS FOR POLICE ACTIVITY (Except for a person with a gun. If gun, use Active Shooter Instructions)

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| <ul style="list-style-type: none"> <li>• Get indoors</li> <li>• Close and lock the doors</li> <li>• Close windows</li> <li>• BE ON ALERT</li> <li>• If a person with a weapon enters your building, try to get away <i>If you are in a large group, and you have time, try to leave a few at a time to minimize attracting attention.</i></li> </ul> | <ul style="list-style-type: none"> <li>• Monitor campus Facebook and Twitter</li> <li>• Report any observations related to the event to 9-1-1 (408-299-3233 from cell phone).</li> <li>• DO NOT OPEN DOORS unless you are SURE you know who is on the other side.</li> <li>• Wait for a message that says the “Shelter In Place is Over”</li> </ul> |
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