

CAMPUS EMERGENCY GUIDE • 312.808.6363

ILLINOIS TECH PUBLIC SAFETY PHONE NUMBERS

MIES CAMPUS
312.808.6363 or 911
Available 24/7, 365

CONVISER LAW CENTER
(Downtown)
312.906.5030 or 911*
After hours: 312.808.6363 or 911

RICE CAMPUS
630.682.6054 or 911*
After hours: 312.808.6363 or 911

MOFFETT CAMPUS
708.563.8195 or 911*
After hours: 312.808.6363 or 911

*Regular business hours: 8:30 a.m.–5 p.m., Monday–Friday

SECURITY THREAT

Gun Violence, Shooting Threat

Acts or threats of violence against the community may prompt a campus lockdown.



RUN

- If you are inside a building and in danger, leave immediately.
- Call Public Safety.
- Go to a safe place.



HIDE

- If you are inside and safe, stay where you are.
- If you are inside, in danger, and cannot exit, then hide.
- Go to an interior room, shut and barricade doors, and be quiet.
- Silence your cell phone.
- Turn off lights.
- Stay away from the windows.
- Don't bunch up in a group.
- Call Public Safety if possible.



FIGHT

- Fight an offender only as a last resort.
- Improvise objects in your area as weapons if necessary (e.g., chairs, tables, equipment).

MEDICAL EMERGENCY



- Call Public Safety.
- Stay safe but do not leave the scene.
- Administer CPR or an Automated External Defibrillator (AED) only if you are properly trained to do so.

Medical emergencies take many forms. If you encounter an injured person, do not move the person unless there is a life-threatening circumstance, such as a bomb threat or fire. If you feel you are in physical danger or have been sexually assaulted, call Public Safety. If you or someone you know has a mental health issue and may harm themselves or others, call Public Safety.

WEATHER EMERGENCY



- Severe Thunderstorm: Shelter in place in an interior room or basement, away from windows.
- Tornado: Seek shelter in the basement of your building; if there is no basement, go to an interior room/stairwell on the ground floor without windows. If you are outside, go to a safe place indoors. If there is no shelter nearby, lie flat in the nearest ditch, ravine, or culvert, and shield your head with your hands.
- Stay calm. Monitor IIT Alert, social media, and the news for updates.

BUILDING EVACUATION

A building will be evacuated in the event of a fire. A bomb threat or suspicious package may prompt an evacuation.



FIRE

- Call 911 immediately if you smell smoke or see fire.
- Activate the fire alarm.
- Evacuate the building.

In the event of a fire, use the stairwell—not the elevator. Do not move through smoke-filled or other hazardous areas. If you see smoke in an elevator, close the door and find another exit route. Keep streets, fire lanes, hydrants, and walkways clear for emergency crews.

If you cannot evacuate, go to a room with an exterior window, close all doors and windows, and phone Public Safety to report your location.



BOMB THREAT, POTENTIAL VIOLENCE

- Call Public Safety.
- Evacuate, if directed by Public Safety.

If you are on the receiving end of a telephoned bomb or other threat, use your cell phone or instruct someone else to call Public Safety. Keep the caller on the line as long as possible. Gather any essential details—the location and time of what may happen, the caller's voice, and sounds that may help to identify the caller's location.



SUSPICIOUS PACKAGE/PEOPLE

- Call Public Safety.
- Do not touch or move a suspicious package.
- Do not engage someone who is behaving suspiciously.
- Evacuate, if directed by Public Safety.

GENERAL EMERGENCY TIPS



- Stay calm.
- Know your building's exit routes.
- Assist people with disabilities.
- Program the Illinois Tech Public Safety number into your phone.
- Take your cell phone with you.

ILLINOIS TECH

Illinois Tech Public Safety
www.iit.edu/public-safety | publicsafety@iit.edu