**PHONE NUMBERS**

GW Information Line .......................... 202–994–5050
Virginia Campus Information Line .......... 703–726-8333

**Emergency:**
- Foggy Bottom (GWPD) ..................... 202–994–6111
- Mount Vernon (GWPD) ...................... 202–242–6111
- Virginia Campus (Loudoun County)...... 911
- Other Locations ............................. 911

**Non-Emergency:**
- Foggy Bottom (GWPD) ..................... 202–994–6110
- Mount Vernon (GWPD) ...................... 202–242–6110
- Virginia Campus (Loudoun County)..... 703–777-0637
- University Counseling Center ............. 202–994–5300
- Emergency Maintenance ................... 202–994–6706
- Office of Health and Safety ............... 202–994–4347
- Information Technology .................... 202–994–4948
- Student Health Service ..................... 202–994–6827
- University Operator ......................... 202–994–1000

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**SHELTER-IN-PLACE**

**Violence/Active Shooter***:
- Call GWPD or 911 when it is safe to do so
- If evacuation is not possible, hide in a concealed and out of view space
- Lock and barricade the door
- Turn off the lights
- Stay quiet and silence your cell phone
- Wait for law enforcement
- If aggressor enters the room, yell, throw items, and commit to your actions

**Severe Weather—Shelter Indoors**:
- Move to a windowless, interior room:
  - In a low part of the building
  - Away from hazardous materials
- Take cover under a sturdy object or against an interior wall
- Wait for the all clear
* Adapted from DHS Active Shooter Guidelines

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**EVACUATE**

**Fire**:
- Pull the fire alarm
- Leave the building
- Close doors behind you
- Call GWPD or 911
- Assemble in a designated area
- Re-enter the building only when instructed by officials

**Suspicious Packages**:
- Do not open the item
- Leave the area and close doors behind you
- Call GWPD and provide a detailed description of the item(s) and location

**EMERGENCY PREPAREDNESS**

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**Office of Safety and Security**
MAKE A PLAN

Get Away/Evacuate:
- Know alternate exit routes
- Identify assembly areas (near & far)

Shelter-in-Place:
- Identify a safe location to shelter
- Know how to protect and isolate yourself from the threat

Communication:
- Consider a variety of ways to keep in contact with family, friends, roommates, and co-workers

People with disabilities/special needs:
- Include family, friends, roommates, and co-workers in your plan by helping them understand your needs during an emergency

BUILD A KIT

Have at least three days of supplies to sustain yourself. Recommended items*:
- Water (one gallon per person per day)
- Non-perishable food
- Flashlight & extra batteries
- First aid kit
- Radio & extra batteries
- Medications & items for unique needs
- Cash & some change
- Clothes & comfortable shoes
- Important documents
- Filter mask or cotton T-shirt
- Moist towelettes, garbage bags & plastic ties
- Plastic sheeting & duct tape
- Whistle
- Mobile device charger

* Adapted from Ready.gov

STAY INFORMED

www.CampusAdvisories.gwu.edu is the university’s principal method used for communicating incident-related information to the GW community.

GW Alert provides emergency notifications to mobile devices and email accounts.

GW Information Line ......................... 202–994–5050
Virginia Campus Information Line ...703–726-8333
Local Radio ......................... 103.5FM or WTOP.com

TIPS:
- Always carry your GWorld ID card
- Keep GW Alert contact information up-to-date
- Know your location, the location of exits, first aid kits, AEDs, and fire extinguishers
- Program GWPD and personal I.C.E. (in case of emergency) numbers into your mobile device
- Report unusual/suspicious activities or items

WEATHER TERMS:
WATCH: Conditions are favorable or expected
WARNING: Conditions are occurring or imminent

Capitol Grounds Coffee and the GW Bookstore proudly support emergency preparedness at GW

GW Bookstore
Faculty and Staff receive a 10% discount on textbooks, apparel, gifts, and supplies.

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WATCH: Conditions are favorable or expected
WARNING: Conditions are occurring or imminent

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