



HOBART AND WILLIAM SMITH
COLLEGES

Emergency Action Plan (EAP) EARTHQUAKE

Use the information below to learn more about how you can prepare before an earthquake, what you should do during an earthquake and how you can start to return to normalcy after an earthquake.

1. EARTHQUAKES IN THE FINGER LAKES

While earth tremors do occur in New York State, they are rarely severe enough to be noticed, and even more rarely dangerous or destructive.

2. IF AN EARTHQUAKE OCCURS

- Take cover immediately under a desk, table or chair, between seating rows in lecture halls or against corridor walls.
- Drop and cover your head for protection from material that might fall from the ceiling, walls or bookshelves.
- If you are outdoors, keep away from buildings, poles or other structures that could collapse or overturn.
- Be alert for aftershocks.

3. AFTER THE SHAKING STOPS

Carefully evacuate the building, assist special needs individuals in exiting the building and proceed to the building's evacuation meeting point. This location is listed on the evacuation floor plans posted near each building exit.

- Remain calm and do not panic.
- Assist others. Report injuries to Campus Safety at ext. 3333 or (315) 781-3333.
- If the emergency is impacting your building's evacuation meeting point, or if you are instructed to do so by college authorities or first responders, proceed to the alternate primary or secondary assembly area and await further directions from officials.

EAP-Earthquake

HWS Campus Safety emergency line-dial ext. 3333 from any on-campus phone
From cell phone while on campus-dial (315) 781-3333
Off campus-dial 911

Note: The exact locations of the alternate or secondary sites may differ based upon the nature of the emergency. You will be instructed where these are located by officials during the evacuation process.

IMPORTANT—DO NOT RETURN TO AN EVACUATED BUILDING until and unless told to do so by authorized HWS officials.

4. AFTER A MINOR QUAKE (BRIEF ROLLING MOTION)

- Restore calm. Examine your area for damage.
- Report damage or releases of hazardous materials to Campus Safety at ext. 3333 or (315) 781-3333, or Building and Grounds at (315) 781-3660.
- Await instructions - evacuations are unlikely.

5. AFTER A MAJOR QUAKE (VIOLENT SHAKING)

Carefully evacuate the building, assist special needs individuals in exiting the building and proceed to the building's evacuation meeting point. This location is listed on the evacuation floor plans posted near each building exit.

- Remain calm and do not panic.
- Assist others. Report injuries to Campus Safety at ext. 3333 or (315) 781-3333.
- If the emergency is impacting your building's evacuation meeting point, or if you are instructed to do so by college authorities or first responders, proceed to the alternate primary or secondary assembly area and await further directions from officials.

Note: The exact locations of the alternate or secondary sites may differ based upon the nature of the emergency. You will be instructed where these are located by officials during the evacuation process.

IMPORTANT—DO NOT RETURN TO AN EVACUATED BUILDING until and unless told to do so by authorized HWS officials.

6. ADDITIONAL INSTRUCTIONS

- Take emergency supplies with you when you evacuate (e.g. ID, medications, etc.)
- Always be alert for aftershocks.
- Do not enter buildings until they are examined.
- Await official instructions from Campus Safety or other authorized HWS personnel. Be patient and help others.

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Off campus-dial 911

- Report damage to a supervisor or HWS official (i.e. Campus Safety, Building and Grounds, etc.).

Do not hesitate to contact Campus Safety if you need assistance.

- Emergency assistance (on campus dial ext. 3333, cell phone on campus dial (315) 781-3333, off campus dial 911).
- For non-emergency assistance dial (315) 781-3000.

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