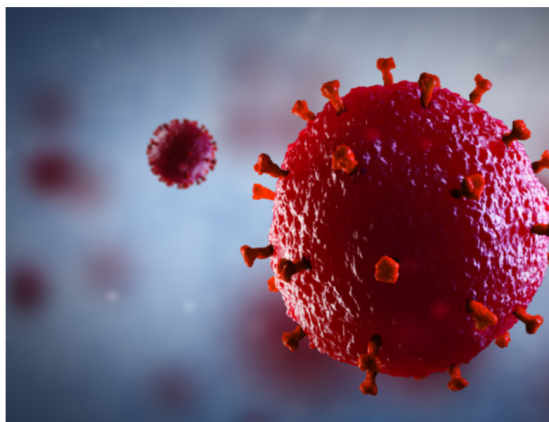


FLORIDA STATE UNIVERSITY

EMERGENCY PREPAREDNESS GUIDE

Are you prepared for the unexpected?



EMERGENCY
MANAGEMENT

Emergency Resources



TIP:
Save some of these important phone numbers in your contacts for easy access.



On-Campus Contacts

FSU Police Department (24/7)

(850) 644-1234
www.police.fsu.edu

FSU Alert Hotline (24/7)

(850) 644-INFO (4636)
www.alerts.fsu.edu

FSU Emergency Management

(850) 644-9111
www.emergency.fsu.edu

Dean of Students

(850) 644-2428
www.dsst.fsu.edu

Employee Assistance Program

(850) 644-2288
www.eap.fsu.edu

SAFE Connection (Student Alert Force Escort)

Free evening transport on Main Campus only.
(850) 644-1234
Fall & Spring: 8pm-2:30am
Summer: 8pm-12am

FSU Facilities

(850) 644-2424
www.facilities.fsu.edu

University Counseling Center (24/7)

(850) 644-TALK (8255)
www.counseling.fsu.edu

University Health Services

(850) 644-6230
www.uhs.fsu.edu

HealthiestYou (24/7 Medical Care)

(855) 870-5858
*\$55 fee for students without FSU student insurance plan. Check with your insurance company for possible reimbursement.

University Housing

(850) 644-2860
www.housing.fsu.edu
Residence Hall Front Desk: (____) ____ - ____
RA on Duty: (____) ____ - ____

Victim Advocate Program (24/7)

Call: (850) 644-7161
Text: (850) 756-4320
Email: victims-advocate@fsu.edu

For more local and state resources go to
emergency.fsu.edu/resources



Off-Campus Contacts

City of Tallahassee Police Department (24/7, Non-Emergencies)

(850) 606-5800
www.talgov.com/publicsafety/tpd

City of Tallahassee Utilities (24/7)

(850) 891-4968
www.talgov.com/you/you

Leon County Sheriff's Office (24/7, Non-Emergencies)

(850) 606-3300
www.leoncountysos.com/

Leon County Emergency Management

(850) 606-3700
www.leoncountyfl.gov

American Red Cross (24/7)

1-800-RED-CROSS (1-800-733-2767)
www.redcross.org/NorthFlorida

Suicide & Mental Health Crisis Care (24/7)

2-1-1 Big Bend (Local, North Florida): 2-1-1
National Hotline: 9-8-8
2-1-1 Big Bend Confidential Hotline: (850) 617-6333
www.211bigbend.org



Government Resources

Florida Division of Emergency Management (FDEM)

www.floridadisaster.org
www.FLGetAPlan.com

Federal Emergency Management Agency (FEMA)

www.fema.gov
www.ready.gov

National Weather Service of Tallahassee

www.weather.gov/tae

National Hurricane Center

www.nhc.noaa.gov

Emergency Notifications

FSU Alert is the official source for emergency alerts, warnings, and information for Florida State University. This system can send alerts to over 50,000 students, faculty, and staff through the following delivery methods within minutes:

- alerts.fsu.edu
- Official FSU Email
- SMS Text
- Indoor and Outdoor Sirens
- Classroom Beacons
- SeminoleSAFE Mobile App
- Desktop Alerts
- Facebook and X (@FSUAlert)



Multiple alerting methods allow redundancy in case of a failure in any one system. For the most immediate alert delivery, download the SeminoleSAFE app and register for SMS Text alerts.

To update your contact information for FSU Alerts:

1. Log into MyFSU
2. Click on the **"MyFSU Identity Management"** drop-down in the "MyFSU" Links box on the left
3. Click **"My Profile"**
4. Click the **"Edit"** button under your phone contact information
5. Add or change a phone number using the phone type **"FSU ALERT"** and mark it as **"Preferred" (only one FSU ALERT number allowed)**
6. Click **"Save"** at the bottom

Campus Closures, Class Cancellations & More

All information regarding campus closures, class cancellations, evacuation, and re-openings will be communicated through:

- www.alerts.fsu.edu
- FSU Alert Hotline, (850) 644-INFO (4636)
- FSU Email
- @FSUAlert X and Facebook

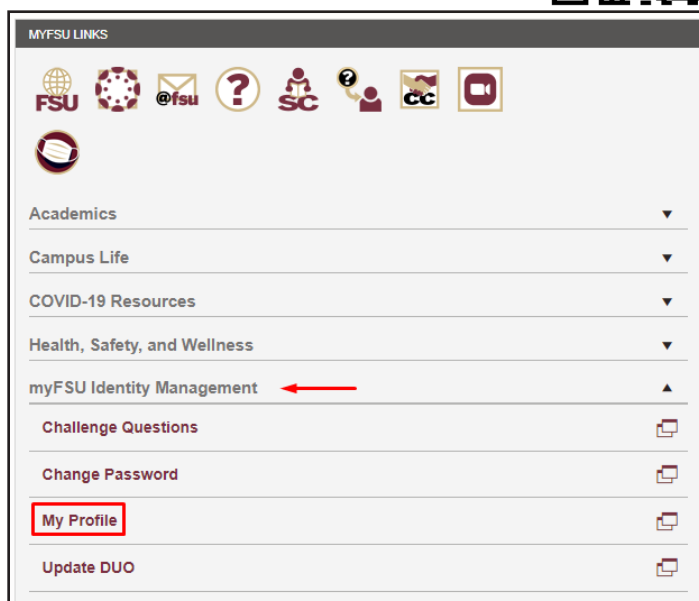
Some emergency events can occur quickly or without advanced warning. Information regarding class cancellations, campus closures, or evacuations will be communicated with students, faculty, and staff as quickly as possible.



FSU ALERT

EMERGENCY NOTIFICATION & WARNING SYSTEM

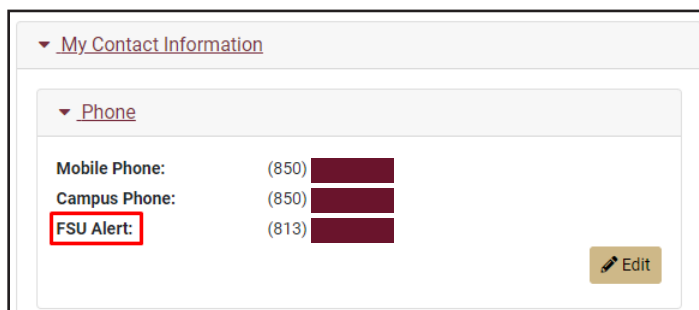
Check **alerts.fsu.edu** for updates on campus operations.



MYFSU LINKS

FSU, SeminoleSAFE, Email, ?, SC, ?/!, CC, Video

- Academics
- Campus Life
- COVID-19 Resources
- Health, Safety, and Wellness
- myFSU Identity Management ←
- Challenge Questions
- Change Password
- My Profile**
- Update DUO



▼ My Contact Information

▼ Phone

Mobile Phone:	(850)	
Campus Phone:	(850)	
FSU Alert:	(813)	

 Edit

TIP:

Download the SeminoleSAFE App to receive alerts, view detailed emergency action guides, check the weather, and more!

On-Campus Residents

University Housing and Resident Assistants will communicate with on-campus residents about University-mandated evacuations and procedures.

If voluntarily evacuating:

- Tell your RA when you're leaving and where you're going.
- Take all important items with you, like medications, jewelry, passports, and other documents or valuables.
- Unplug electronics & chargers.
- Remove perishable items from refrigerators in case of power outages. Leave refrigerators plugged in, but place towels by refrigerator door to soak up melted ice and leaking water if the unit defrosts.



Make a Plan

Fill out this information to always know who to contact and where to go during emergencies.

** Ask about allergies, lifesaving medical or accessibility devices.*

Household & Roomate Information

Address: _____

Name: _____ Cell #: (____) ____ - ____

Other #: (____) ____ - ____ Email: _____

*Important Medical or Other Info: _____

Name: _____ Cell #: (____) ____ - ____

Other #: (____) ____ - ____ Email: _____

*Important Medical or Other Info: _____

Name: _____ Cell #: (____) ____ - ____

Other #: (____) ____ - ____ Email: _____

*Important Medical or Other Info: _____

Emergency Contacts

Name: _____ Cell #: (____) ____ - ____

Other #: (____) ____ - ____ Email: _____

Address: _____

Name: _____ Cell #: (____) ____ - ____

Other #: (____) ____ - ____ Email: _____

Address: _____

Name: _____ Cell #: (____) ____ - ____

Other #: (____) ____ - ____ Email: _____

Address: _____

Other Important Numbers

Poison Control: (____) ____ - ____

Doctor: _____

Contact #: (____) ____ - ____

Dentist: _____

Contact #: (____) ____ - ____

Medical Insurance: _____

Contact #: (____) ____ - ____

Policy #: _____

Homeowner/Rental Insurance:

Contact #: (____) ____ - ____

Policy #: _____

Veterinarian: _____

Contact #: (____) ____ - ____

Other: _____

Other: _____

Emergency Meeting Places

Address: _____

Instructions: _____

Address: _____

Instructions: _____



TIP:
Take a picture of this page to keep on your phone and send to friends and family.



Get a Kit

Gather the following items in case you need to shelter-in-place or evacuate for a few days.

- ☐ Water (1 gallon per person per day for several days + 1/2 gallon per day for pets)
- ☐ Food (non-perishable items and dry goods for several days)
- ☐ Backpack or duffle bag (to store supplies)
- ☐ Manual can opener
- ☐ Hand-crank or battery-powered weather radio
- ☐ Flashlight
- ☐ Batteries
- ☐ Medications
- ☐ Portable phone chargers (back-up charging cables)
- ☐ Cash
- ☐ Extra clothes
- ☐ Toiletries (soap, toothbrush & toothpaste, feminine hygiene products, etc.)
- ☐ First aid kit
- ☐ Blanket or sleeping bag

Also consider the following items, if needed:

- ☐ Pet supplies (leash, food, medication, toys)
- ☐ Baby/Child supplies (formula/food, diapers, medication, toys, books)
- ☐ Recovery tools (tarp, rope, trash bags, dust masks, duct tape, etc.)
- ☐ Important documents folder (copy of ID, medical and housing information)



For more resources check out Florida Division of Emergency Management's Hurricane Guide at emergency.fsu.edu/resources



Be Informed

Have several ways to obtain emergency information.

FSU Alerts are the best way to get FSU-specific emergency information. Use these other methods to receive non-FSU alerts, or if the FSU Alerts system is down:

- City of Tallahassee
 - www.tal.gov.com
 - Facebook: CityofTLH
 - X: @COTNews
- Florida Division of Emergency Management
 - www.floridadisaster.org
 - Facebook: FLSERT
 - X: @FLSERT
- Leon County
 - www2.leoncountyfl.gov/ei/
 - Facebook: LeonCountyFL
 - X: @LeonCounty
- NOAA Weather Radios
 - Tallahassee Frequency: 162.400
 - East Point Frequency: 162.500
- National Weather Service Tallahassee
 - www.weather.gov/tae
 - Facebook: NWS Tallahassee
 - X: @NWS Tallahassee
- WFSU-FM
 - Tallahassee: 88.9 FM
 - Downtown Tallahassee: 93.7 FM



TIP:

Keep your supplies in a backpack, suitcase, or other storage bin that is easy to move in case you need to evacuate.



Hazards Facing FSU

Florida State University is vulnerable to a number of natural and technological, or human-caused, hazards, such as:

- Tropical Storms and Hurricanes
- Tornadoes
- Flooding / Flash Flooding
- Severe Weather and Extreme Cold & Heat
- Utility Disruptions
- Law Enforcement Action (terrorism, bomb threat, active threat, civil disturbance, etc.)
- Cyberattack
- Wildfire and Structural Fires
- Wintery Precipitation (snow, sleet, freezing rain)
- Hazardous Materials
- Infectious Disease
- Sinkholes / Subsidence / Geological Movement
- Transportation Disaster (aviation, rail, mass transit)

"Watch" vs. "Warning"

The National Weather Service will issue a "watch" or a "warning" for most weather-related hazards. What's the difference between them?

Watch

Conditions are "possible."
Longer lead time / not immediately expected

"We have the ingredients to make tacos."

Warning

Conditions are "imminent" or "occurring." Take immediate protective actions

"We are having tacos. Right now."



TACO WATCH



TACO WARNING

Source: Normal Fire Department (Normal, Illinois)

Stay Informed at [Alerts.fsu.edu](https://alerts.fsu.edu)

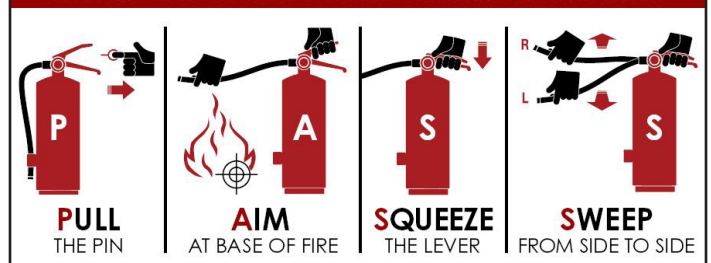


Protective Actions

Prepare Your Office

- 1 Keep updated digital and hard copies of all important information, like critical contact numbers, emergency plans, policies and procedures, etc.
- 2 Digital files can be kept on cloud-based servers, such as SharePoint, or on external drives, like flash drives.
- 3 Unplug electronics, raise equipment off the floor, if possible, and cover with plastic sheeting or trash bags in case of water intrusion.
- 4 Learn your building evacuation plan and participate in fire drills.
- 5 Do not hang anything from sprinkler heads. Know where fire extinguishers are located and how to use them.

HOW TO USE A FIRE EXTINGUISHER



Prepare Your Home & Apartment

Take pictures of items, such as furniture, electronics, appliances, jewelry, etc.

- ☒ Make sure your insurance is up-to-date and covers what you need.
 - !!! Homeowners & renters insurance typically does not cover flood damage, so you may need to purchase additional flood insurance.
- ☒ Strengthen your home as best you can.
 - ☒ Install hurricane-rated roof straps, windows, or shutters.
 - !!! If you do not have hurricane-rated windows or shutters, board up windows with wood.
- ☒ Prepare an evacuation plan in case of fire or hurricane.
 - !!! Most house fires start while cooking - keep a fire extinguisher in a kitchen cabinet.
 - 📍 Plan to travel tens of miles, not hundreds, to evacuate a hurricane, check local shelters.

Find an AED near you on campus with the FSU 3-D Map. Scan here & select "Public Safety".





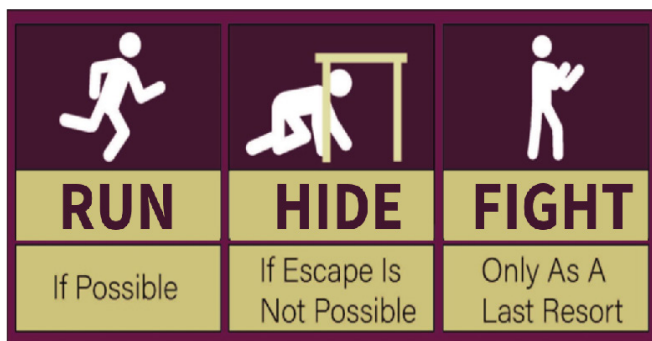
During an Emergency

Personal Protective Actions

- If under some kind of weather warning, shelter in an interior room without windows.
- If under a flash flood warning, seek higher ground or stay on high ground, if safe.
- TURN AROUND, DON'T DROWN®. Do not walk or drive through flooded areas. The water could be deeper than you think or can be moving fast and sweep you away.
- WHEN THUNDER ROARS, GO INDOORS. Seek shelter in a permanent structure if you hear thunder or see lightning.
- Picnic areas, tents, or other semi-covered outdoor structures are not safe.



In an active assailant situation follow **Run. Hide. Fight.** Request trainings with FSUPD.



Emergency Action Guides

For more information on protective action steps to take in an emergency check out FSU's EAGs by scanning the QR code or going to:



TakeAction.fsu.edu



Recovery

Tap into assistance provided by campus and government organizations after a disaster.

Damage Assessment

Take photos of all damaged items.

Wear closed-toe shoes, long pants and long sleeved shirts, and a dust mask if cleaning up.

Do not walk or drive through flooded areas. There could be unseen hazards, such as sharp debris and downed power lines, that you cannot see.

Power Outages

Report power outages to your utility company.

Place all generators outside. Running generators indoors can cause carbon monoxide poisoning from the emissions.

Frozen food can be stored safely for two days if the freezer door is kept shut.

Refrigerated, perishable foods should be moved into an ice-filled cooler after four hours.

Get Involved!

Campus Emergency Response Volunteers (CERV) is FSU's volunteer corps for on-campus emergencies.

CERV can assist during shelter operations, distributing goods throughout campus, providing basic first aid, and more.

To learn more about CERV or join the team, scan the QR code below to join the Canvas page,

Training Topics Include:

- Disaster Preparedness
- Area Search & Rescue
- Volunteer & Donation Centers
- Emergency Sheltering
- And More.



Learn more: emergency.fsu.edu/CERV



Follow us @KeepFSUSafe on X, Instagram & Facebook



FSU

**EMERGENCY
MANAGEMENT**
PUBLIC SAFETY

FSU Emergency Management

Section of FSU Public Safety
Division of Finance and Administration
Florida State University

296 Champions Way, UCC 1500
Tallahassee, FL 32306
emergency.fsu.edu

FSU Emergency Management (FSU-EM) facilitates the University's all-hazards emergency framework that drives actions for a variety of emergency conditions. This is accomplished by engaging stakeholders in plan development, training, exercises, outreach, and activation of the emergency operations center. FSU-EM also coordinates the University's emergency alert and notification process and maintains constant situational awareness of conditions that could adversely affect the health, safety, and/or general welfare of the campus population.