

<b>Procedure:</b> Earthquake	<b>Last Update:</b> January 2009
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**References:** Security and Safety Committee Policy

**Purpose:** To implement safety practices regarding response during an earthquake.

**Procedure:** Earthquake

A. Response During an Earthquake

1. Immediately take cover under a desk, table or chair, in a corner, along an interior wall in a hallway, or in a structurally strong location such as a hall by a pillar.
2. Stay away from windows and other glass enclosures.
3. Watch for falling objects such as light fixtures, bookcases, cabinets, shelves, and other furniture that might slide or topple.
4. Do not use elevators.
5. Do not attempt to leave the building as exits may be damaged and the building's exterior brick, tile, and fixtures may be falling off.
6. If outside a building when an earthquake begins, remain outside, preferably in a vehicle, or lie down on the ground in an open space away from the building and overhead power lines.

B. Response Following an Earthquake

1. Check for injuries to personnel in your area. Do not attempt to move seriously injured persons unless they are in immediate danger. Render first aid assistance if required.
2. Turn off ignition and heat sources if properly trained and it is safe to do so.
3. Shut off all gas sources if trained to do so.
4. Exit the building, if possible, and follow the egress routes to the assembly areas.
5. Report injuries, persons remaining inside who need assistance, damages and unsafe conditions to a supervisor or emergency response personnel.
6. Do not reenter until cleared to do so by the incident commander.
7. Expect aftershocks.