### Emergency Procedures

**HAZARDOUS MATERIALS INCIDENT**
- Contact supervisor, faculty or staff
- Call Facilities at day 575-737-6273 and after 5pm call 575-779-3663
- If hazard is widespread, evacuate the building and pull the fire alarm

**MEDICAL EMERGENCY**
- Call 911 whether or not individual refuses help
- Do not move injured/ill person
- Locate nearest first aid kit
- Provide emergency care if you are trained to do so, avoiding contact with blood or other bodily fluids
- Stay with victims until help arrives
- Fill out UNM-Taos Incident Report

**FIRE**
- Upon discovering fire or smoke, immediately pull the nearest fire alarm
- Call 911 and describe location, nature and extent of the fire
- Call Facilities at day 575-737-6273 and after 5pm call 575-779-3663
- Evacuate immediately, closing but not locking doors and windows behind you
- Remain at least 500ft away from structure
- Give responders any information about the incident

**ACTIVE THREAT**
- Call 911 and contact Campus Security
- Report your specific location and give any details that you know about the incident
- Evacuate the premises by fleeing if possible
- Hide in a place, barricade doors and windows if flight is not an option
- Put cellphones on silent mode and remain calm
- Defend yourself with whatever is at hand, only as a last resource

**GAS LEAK**
- If you smell gas call 911 and/or Gas Co. at 1-888-664-2726
- Notify supervisor, faculty or staff and leave the building immediately, leaving the door open
- Follow instruction from emergency personnel and call Facilities at day 575-737-6273 and after 5pm call 575-779-3663

**UTILITY OUTAGE**
- Contact supervisor, faculty or staff and Campus Facilities immediately
- Call 911 if outage could be hazardous

**CRIME IN PROGRESS**
- Call 911.
- Report criminal or suspicious activity to Campus Facilities day 575-737-6273 and Night after 5pm call 575-779-3663.
- Do not intervene or confront suspicious person if there is not an immediate threat to public safety

**BOMB THREATS**
- If you find a suspicious package or device: **DO NOT TOUCH IT**
- Call 911 immediately and notify Campus Facilities day 575-737-6273 and Night call 575-779-3663
- Evacuate area immediately
- If you receive a threat or tip, notify Facilities

**SEVERE WEATHER**
- Move to interior hallway
- Avoid windows, auditoriums or structures with wide free-span roofs
- Take shelter beneath heavy desk or other furniture
- Assume “fetal” position to protect head and eyes
- Consult local radio stations or call the weather hotline at 505-424-2363
- Call 575-737-6222 to find out about closures and delays due to winter weather

### Emergency Numbers

<table>
<thead>
<tr>
<th>911</th>
<th>Police/Fire/Ambulance</th>
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<tbody>
<tr>
<td>575-758-2217</td>
<td>Law Enforcement (Non-Emergency)</td>
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<tr>
<td>575-737-3663</td>
<td>Campus Facilities</td>
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<tr>
<td>575-758-1540</td>
<td>High Desert Security</td>
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<tr>
<td>575-737-6222</td>
<td>Info &amp; Snowline</td>
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<tr>
<td>1-800-222-1222</td>
<td>NM Poison Center</td>
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