

Environmental Health & Safety

Emergency Preparedness

Frequently Asked Questions

Does the University have an Emergency Plan?

The University has a Comprehensive Emergency Management Plan to cover all hazards. There is a River Campus (RC) plan to address emergencies on RC, South Campus, LLE and the Eastman School of Music. There are also specific plans for Strong Memorial Hospital and their off-sites, Eastman Dental Center, the Medical School and Memorial Art Gallery.

Where can I find the emergency plan?

The various emergency management plans can be found on the EH&S web site at http://www.safety.rochester.edu/homepages/ep_homepage.html

Just click on the down arrow next to your campus to see the sections of the comprehensive management plan. By clicking on any section you will be linked to the document for that section. You may also ask your supervisor about your departmental specific plans.

How do I report an emergency?

To report a University emergency call the University Public Safety Department from any University phone by dialing x13. The University is also equipped with blue light phones strategically positioned throughout our campuses. Just picking up the blue light phone will put you immediately in contact with the University Public Safety Department. If you are reporting a University emergency using a cell phone, dial #413. If you are at an off-site location, please call 911.

What is an emergency vs. a disaster?

An emergency is any unplanned event that poses a serious threat to persons or property that can be quickly managed by one or two community first response agencies (i.e. fire, police, EMS). A disaster is an emergency situation that cannot be managed by a routine response or requires multiple community agencies or significantly disrupts normal operations.

Do I need to evacuate my building?

Anytime the fire alarm system is activated in University buildings you are required to evacuate the building, except in the Medical Center. In the Medical Center, any time the fire alarm activates you are required to evacuate the area where the alarm originates in, except patient care areas where patients will only be evacuated during an actual event. You may also be required to evacuate the building or specific areas of a building when directed by Public Safety, a Senior University Official, department head, the Chief Safety Officer or the Fire Marshal. Regardless of any University direction to evacuate, any community agency has the authority to overrule our decision and you must follow their direction.

What does shelter in place mean?

Depending on the type of incident that has occurred, you may receive an AlertUR message or order from a University official or community first responder to shelter in place. Shelter-in-place means selecting a small, interior room, with no or few windows, and taking refuge there. Bring everyone into the room(s), shut and lock the door(s), and await further directions.

Do I need to do anything to be prepared?

Emergencies can strike anywhere at any time. The UR Prepared webpage is intended to provide our community with general planning tips and suggestions on how to prepare for an emergency along with suggestions to help get through the crisis.

<http://www.safety.rochester.edu/ep/pdf/URprepared.pdf>

What is AlertUR?

AlertUR is part of the comprehensive plan to provide emergency notification to the University of Rochester community. AlertUR uses e-mails, cell phones, and other electronic devices to send out warnings of imminent danger. The alerts contain official University information when a crisis threatens the health and safety of people on or near University property.

Where can I sign up for AlertUR?

Go to <http://www.rochester.edu/AlertUR> and provide your NetID and password. You will see the e-mail address that will automatically receive an emergency notice. You can add other devices for notification by filling in the appropriate information. You can elect to receive a text message, second e-mail to an alternate address, voice message, or alpha page.

Where can I get additional information about AlertUR?

<https://alert.rochester.edu/FAQ.aspx>