UNIVERSITY OF DAYTON
DEPARTMENT OF PUBLIC SAFETY

Call 911 (from UD network phones)
or call 937-229-2121 (from all other phones)

Non-UD network phones or cell phones will call
the city of Dayton police & fire departments when dialing 911.

Please program 937-229-2121 into your cell phone for emergency calls to UD Police.

Revised 8/2012
Introduction

The University of Dayton Emergency Response Guide has been developed by the UD Emergency Response Preparedness committee to provide the campus community with a quick reference guide explaining how to respond to various types of emergencies that might occur on campus.

The University of Dayton provides its community with police and emergency medical services around the clock; however, we are not able to provide every service that might be needed to respond to or recover from a major critical incident. Other agencies such as the Dayton Police and Fire Departments and other specialized service agencies would be required to respond to provide additional support functions for a major critical incident.

This guide was developed to provide you with a quick reference as to how you can respond to various emergencies in a way that will help reduce the chances of serious injury to you or other persons, minimize damage to property and assist emergency response personnel in effectively dealing with the critical incident.

Every potential emergency situation cannot be anticipated or prevented. This guide is intended to provide basic instruction and does not provide an absolute response for every emergency. Keeping calm, exercising common sense, following basic instructions and calling for the assistance of trained emergency response professionals will help us mitigate, respond to, and effectively recover from any major critical incident.

www.udayton.edu/emergency

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The Campus Emergency Notification System provides for rapid notification in event of an emergency. Please update your emergency contact information at porches.udayton.edu.
Active Shooter

Recent incidents of violence in workplaces, high schools, colleges and universities have elevated safety concerns to a level never before experienced in the United States. UD Police have received specialized training to respond to active shooters or other incidents involving violent attacks. The City of Dayton Police and other police agencies would also be called to respond should such an incident occur on UD’s campus.

UD has also taken physical security measures to reduce threats to our community through the use of the door access control system, video camera system and alarm monitoring systems. UD is currently researching other systems that will enhance our ability to effectively communicate with our campus community in the event of a crisis.

You, as an individual, are the most important element in helping to prevent and effectively respond to critical incidents. Students, faculty and staff should always be aware of their surroundings and immediately report any suspicious persons, activities, vehicles, or objects that appear to be unusual or out of place.

UD Police can be contacted by dialing 937-229-2121 or 911 (from a UD phone).

Active Shooter (Quick Reference)

Get Out
• Determine the location of the threat and attempt to find an escape route away from the threat.
• Stay away from threatening situations. Curious spectators can easily become victims.

Hide Out
• If no escape route is available, attempt to establish a barrier (locked door, stack furniture at access points, etc.) to create as much space and time delay as possible between you and the threat.
• Seek concealment and cover inside of or under solid objects.

Call Out
• If you have access to a phone, call UD Police. Provide as much information as possible about your location, other persons who may be exposed to the threat and a description of the suspect(s).
• Attempt to communicate with responding emergency personnel using voice or visual communication if possible.
• Follow instructions provided to you by emergency response personnel.

Strike Out
• If the suspect locates you, your survival may depend on your reaction.
• Distract and surprise the suspect. Throw available objects at the suspect. Yell loudly.
• If there are several people present, quickly tackle the suspect and pile on.
• Don’t give up. Adopt a survival mindset.

UD POLICE 229-2121 or 911 (UD PHONE)
Bomb Threats

Bomb threats are often nothing more than pranks or threats intended to create a sense of fear, but each threat must be taken seriously with all safety precautions followed until the threat area is determined to be safe. Most bomb threats are made over the telephone but can also be made in writing or through email messages.

Threats by Telephone:

Attempt to keep the caller on the phone as long as they cooperate in providing information. Callers making a threat will sometimes make a brief statement and hang up; however, others may be willing to share information in great detail. Document as much information as possible while asking questions using the “Bomb Threat Questionnaire” (located on pages 6 and 7 of this brochure). Note any observations that might assist in identifying the caller.

If the caller refuses to answer questions, attempt to document the exact wording of the threat.

Document the Caller ID number if available.

Immediately call UD Police at 937-229-2121 or 911 (from a UD phone). Advise your supervisor and evacuate if you are in the area of the threat.

Threats by Written Documents or Email Messages:

Threats in writing or email should be reported to police immediately.

Attempt to preserve evidence by not handling written documents.

Do not delete, alter or forward email messages.

Bomb Threat (phone)

- Attempt to gain as much information as possible from the caller. Document all of the information you are able to obtain from the caller such as:
  - Time of call and detonation time.
  - Description/type of explosive device.
  - Location of the device.
  - Reason for the threat.
  - Note Caller ID if available.

* If time allows and the caller is willing to provide additional information, complete the “Bomb Threat Questionnaire” (next two pages).

- Immediately call UD Police and provide as much detail as possible.

- Follow instructions from UD Police or other emergency response personnel. Depending on the circumstances, you may be instructed to evacuate the area.

- Note any unusual items (packages, backpacks, etc.) or suspicious objects and immediately report that information to the responding authorities.

Bomb Threat (written correspondence)

- Call UD Police.

- Preserve evidence.
  - Do not handle written documents.
  - Do not delete or alter email messages.

UD POLICE 229-2121 or 911 (UD PHONE)
Bomb Threat (Questionnaire)

Exact wording of the threat:

Where is the explosive device located?

When is the device set to explode?

What does the device look like?

What kind of explosive is it?

What will cause the device to explode?

What is the reason for the threat?

What is the caller’s name, address, phone number?

Where is the caller’s current location?

Did your telephone provide caller ID information?

Bomb Threat (Questionnaire)

Based on your observations of the caller’s voice, demeanor and background noise, complete the following questions to the best of your ability:

Caller’s Voice

___ Adult ___ Juvenile ___ Male ___ Female
___ Accent ___ Lisp ___ Soft ___ Loud
___ Angry ___ Soft ___ Calm ___ Irrational
___ Crying ___ Slurred ___ High ___ Low
___ Cooperative ___ Argumentative ___ Threatening

Background Noises

___ Clear ___ Music ___ Talking ___ Motors
___ Traffic ___ Animals ___ Children ___ Machinery
___ Radio ___ Cell Phone ___ Kitchen ___ Office

Threat Language

___ Well Spoken ___ Profanity ___ Incoherent
___ Reading the Message ___ Irrational ___ Taped

Name & Phone Number of person receiving the threat

Date/Time threat was received

Location where threat was received (building, room number, office, etc.)
Chemical Hazards

Chemicals are a natural and important part of our environment. Under certain conditions, chemicals can be poisonous or have a harmful effect on your health. Some chemicals, which are safe and even helpful in small amounts, can be harmful in larger quantities or under certain conditions.

You may be exposed to a chemical in three ways:

1. **Inhaling** (breathing in the chemical).
2. **Ingesting** (swallowing contaminated food, water, medication or other chemicals).
3. **Touching** the chemical or coming into contact with clothing or things that have touched the chemical.

Many chemicals are colorless and odorless. Remember, you may be exposed to chemicals even though you may not be able to see or smell anything unusual.

Chemical accidents can be prevented with proper knowledge and management of chemicals. Read labels on all chemical containers and follow the manufacturer’s instructions for using them and how to treat unwanted exposures.

Comply with all rules and procedures established for the storage and use of chemicals in industrial and laboratory applications.

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**Chemical Spills**

- If toxic chemicals come into contact with your skin, immediately flush the affected area with clear water.
- Remove contaminated clothing.
- Call UD Police immediately.
- If there is any possible danger, evacuate your area.

**Chemical Fires**

- Remain calm and call UD Police.
- If the fire is small, contained and you are not exposed to its fumes, you may locate a fire extinguisher and attempt to put the fire out.
- Never allow the fire to come between you and an exit.
- If you are inside of a building, evacuate. Close doors and windows behind you if you are able to do so safely, and then proceed to the nearest exit.
- Do not attempt to save possessions at the risk of personal injury, and do not return to the emergency area until instructed to do so by police or fire officials.
- All chemical fires must be reported to UD Police.

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**UD POLICE 229-2121 or 911 (UD PHONE)**
Evacuations

Evacuation from Buildings

Evacuation of buildings and facilities is essential during a threatening emergency. When you enter a building, take a moment to review the building’s evacuation plan and know where the exits are located. Planned exit routes reduce surprises during the emergency and provide the most direct route to safety. Having a predetermined area to meet to account for everyone prevents rescuers from entering a building to save someone who has already left the building or facility. It also insures that rescuers will attempt a rescue for those known to be left in the structure.

Do not take non-essential personal items with you when evacuating. The idea is for you to get to safety as quickly as possible without posing a threat to others.

Essential items are those items you need immediately to clothe yourself, treat personal medical needs for the immediate future or to maintain a means of emergency communication. All other items can be recovered after the emergency or replaced, if necessary.

Evacuation from Open Areas

The need to evacuate an open area outdoors may arise in the event of extreme weather conditions (lightning, tornado, etc.) or when a threat of exposure to chemicals, gases or other dangerous substances is present.

Follow instructions to evacuate an area when instructed to do so by police officers, firefighters or other persons with knowledge about the threat.

If in an area threatened by gases, chemical spills or other dangerous substances, move upwind (walk directly into the wind) from the threat to minimize exposure.

Evacuations (Quick Reference)

- Know the sound of your building’s fire alarm and plan at least two evacuation routes in advance in case one is blocked.
- Take nothing with you except absolute essentials.
- Close windows and doors behind you if you have time.
- Do not hesitate. Waiting for confirmation may prevent a safe exit.
- Assist disabled persons if you are able to without endangering yourself. If you are not able to assist them, take note of their location and condition, and report that information to rescuers immediately once outside.
- Once outside, gather at a predetermined location away from the building to be accounted for.
- Remain outside at the assembly area until police or fire officials tell you it is safe to return to the building.
- If evacuating an area threatened by gases, chemicals or other dangerous substances, move upwind from the threat to minimize your exposure.

UD POLICE 229-2121 or 911 (UD PHONE)
Explosions

Explosions are usually sudden and occur without warning. They are very violent, destructive and can occur at any time and any place. Accidental explosions can result from gas leaks, fuel spills, high pressure containers rupturing or some volatile substance or equipment that has become unstable. Man-made explosions for the purpose of assault or terrorism can occur anywhere, at any time and from many different forms of explosive devices.

There is little to plan for in most explosions, but knowing how to respond and what to do can save your life as well as the lives of others.

You should remember that the damage from an explosion can be devastating and can cause additional explosions, so your response should take into account that possibility. Terrorist attacks involving explosive devices may include a secondary device (delayed second explosion) designed to injure or kill first responders to the initial explosion.

Immediately evacuate the area of a potential threat or an explosion that has already occurred. Remain clear of that area until police or fire officials advise it is safe to return.

Explosions (Quick Reference)

- Evacuate the area of the explosive threat. When you reach a safe area, call UD Police and provide any information you have about the explosion.

- Gather at a predetermined area away from the building to be accounted for and consider the possibility of additional explosions. Remain at the assembly area until police or fire officials advise it is safe to return.

- Stay away from windows, mirrors, overhead fixtures, electrical equipment and large, heavy, unstable objects.

- Comply with directions from fire and police officials.

- Do not move seriously injured persons unless they are in obvious, immediate danger.

- Open doors carefully and watch for falling objects.

- Do not use elevators.

- Do not use open flames such as lighters.

- Position yourself upwind from smoke and fumes if possible.

UD POLICE 229-2121 or 911 (UD PHONE)
Fire

Fire Prevention and Preparedness

Do not tamper with, cover up or otherwise interfere with the functionality of a smoke alarm. Keep the area around your smoke alarm clean and clear of dust, cobwebs, paper, decorations, etc.

Know where the closest fire extinguisher is located and the type of fire it is designed to extinguish. Keep exit doors and escape routes free from obstruction.

Know at least two routes to evacuate your building in case of fire and establish a designated assembly area outside of the building. Do not use elevators during a fire emergency.

Keep trash and debris in your living area at a minimum, and do not store flammable products and substances in your area except as prescribed by the product manufacturer on its label. Observe common areas in your building and report any fire hazard or safety issues to the proper authority.

Keep high temperature items (light fixtures, appliances, irons, etc.) away from flammable items. Do not burn candles or incense in any building on campus.

Fire (Quick Reference)

Fire Alarms

- Consider all fire alarms to be a result of a real fire.
- Evacuate the building immediately using one of the predetermined evacuation routes. Do not use elevators.
- Close the door behind you if you are the last one out.
- If you see flames or smoke in your path, use the alternate planned route for evacuation.
- If you must exit through the smoke, get down low on the floor and crawl under the smoke until you are past the threat.
- Gather outside, away from the building at the predetermined meeting place so everyone can be accounted for. Remain at the assembly area until released by police or fire officials.

If You See Fire

- Call UD Police and relay all information about the location and type of fire.
- If the fire is small and contained you may locate a fire extinguisher and attempt to put the fire out.
- Do not spend more than one minute attempting to extinguish the fire. If the fire is not out within one minute, sound the fire alarm and evacuate the building.
- If the fire is not contained and is larger than a waste can, do not attempt to extinguish it. Sound the fire alarm and evacuate the building.

UD POLICE 229-2121 or 911 (UD PHONE)
Flooding

Flooding is either a natural event resulting from weather or a mechanical failure such as water supply pipes breaking or water storage containment rupturing. Flooding can also result from a malicious act. The results are the same. There is potential for serious property damage, drowning, electrical shock, exposure to contaminants, looting, etc.

Natural flooding is not likely to occur in the core campus area of the University but would most likely affect the housing in the student neighborhoods. The potential for mechanical flooding at UD is far more likely.

You should protect valuable property by storing it appropriately, off the floor, above the basement level and wrapped in plastic or other water-resistant material.

Place expensive items away from windows and pipe locations known to you. Do not leave windows open in cold weather and report broken windows so they may be repaired. Ensure your heating system is in proper working order and immediately report any mechanical failure.

Report suspicious activity around water sources that may be subject to vandalism.

Flooding (Quick Reference)

Natural Flooding

- Natural flooding may take hours or days to accumulate and could take even longer to dissipate.
- Immediately report flooding in your area to UD Police.
- Take steps to protect your property.
- Be prepared to evacuate or move to a higher level in the building.
- Turn off or unplug electrical devices that may be affected by water. Store some fresh drinking water early in the process.

Mechanical Flooding

- Pipes and water storage devices can rupture at any time but are more likely to do so in freezing weather.
- Immediately report ruptures or flooding to UD authorities with the location, extent of the leak or rupture and the cause if you know it. Call 937-229-2121 or 911 (from a UD phone).
- If you are familiar with the water source and are able to stop the water flow from a shut off valve, close the valve and call Public Safety immediately.
- Take steps to protect property by moving it away from the water source.

UD POLICE 229-2121 or 911 (UD PHONE)
Medical Emergencies

Medical emergencies can occur at any time and can result from a natural illness, food poisoning, personal or work related accidents, assaults, auto accidents, exposure, etc.

Knowing what to do and whom to call can save lives. Being prepared will reduce the panic that you might feel during an emergency. The following suggestions will help you be prepared:

- Have some basic first aid materials and supplies on hand.
- Have emergency phone numbers readily available.
- Remember to protect yourself from exposure when dealing with a victim, especially for unknown illnesses and for trauma where blood is present.
- Don't allow yourself to become a victim. Use caution by protecting yourself from exposure to chemicals, electrical shock, fire, bloodborne pathogens, etc.

Medical Emergencies

(Quick Reference)

- Call UD Police and advise the dispatcher of your location and the nature of the victim's illness or injury.
- Unless trained, do not attempt to render any first aid before medical assistance arrives. Depending on the circumstances, the dispatcher may provide you with basic medical instructions from a predetermined protocol.
- Do not attempt to move a victim of an auto accident or other trauma such as a fall.
- Comfort the victim and assure them help is on the way.
- Don't allow yourself to be exposed to chemicals, electric shock, fire, blood or other body fluids. Wear protective equipment or wait for professional assistance.
- Remain after help arrives to provide needed information.
- If you suspect that you have been exposed to infectious disease in any form while assisting the victim, seek medical attention as soon as possible.

UD POLICE 229-2121 or 911 (UD PHONE)
Power Outage

If a power outage occurs in your building, remain calm and call UD Police at 937-229-2121 or 911 (from a UD phone) to report the outage. Before an emergency occurs, know the building’s evacuation routes and remember that elevators will not function during a power outage. If you are in an unlighted area, proceed with caution toward the nearest emergency exit lights. Some of the following measures will help you prepare for and recover from a power outage:

- Keep a flashlight with fresh batteries on hand. Do not use candles as a light source.
- Turn off or unplug all electrical equipment and appliances that were in use before the power outage.
- Leave one light turned on so you know when the power is back on.
- Leave the refrigerator/freezer doors closed as much as possible to conserve the cold.
- Use the phone for emergencies only. Listening to the radio can provide you updates on the outage.
- Remember automated banking systems, elevators and other electric conveniences will not work.
- If it is hot out, attempt to keep cool by closing blinds or moving to the lowest floor of your building.
- If it is cold, put on layers of clothing to keep warm. Never use any kind of fuel such as charcoal or Sterno as a heat source indoors.
- If the power will be out for a long period of time, make alternative housing arrangements through a friend or family member.
- Keep your computer files backed up to reduce data loss when an outage does occur.

Power Outage (Quick Reference)

- Remain calm and report the power outage to UD Police.
- If you have a flashlight available, use the light to assist you in turning off or unplugging all electrical equipment and appliances that were in use prior to the power outage.
- Do not attempt to use elevators.
- Use a flashlight or cautiously walk toward emergency exit lights if there is a need to evacuate the immediate area.
- Assist others who may not be familiar with the evacuation routes or who have no light source.
- Do not use candles or other open flame devices as a light or heat source.

UD POLICE 229-2121 or 911 (UD PHONE)
Suspicious Objects

Suspicious objects can be described as something as simple as a suspicious envelope, a backpack or cardboard box that is out of place, or as obvious as a pipe bomb or other readily apparent explosive device. The best defense against objects that pose a threat to safety is to be aware of your everyday surroundings and to report suspicious circumstances when objects appear unusual or out of place. Terrorists attack their targets in many unpredictable ways and there is no way to anticipate when, where, why or how an attack might occur.

Potential methods of attack might come in the form of suspicious mail or packages, car or truck bombs, or attacks against mass services such as water, electricity or communication systems. Attacks can also be in the form of nuclear, biological or chemical devices.

Being prepared includes knowing whom to call, what information to note, evacuation routes, where to go for shelter and how to get accounted for. This basic preparation will greatly reduce the confusion and facilitate a quicker response and recovery. You must also have a plan to communicate with family and loved ones so they know as quickly as possible that you are OK.

Some indicators to look for with suspicious mail are:

- Unexpected or unusual looking package or envelope from an unknown person.
- No return address or return address cannot be confirmed.
- Envelope is lopsided, oil stained or has powder residue.
- Envelope is sealed with excessive amounts of tape.
- Envelope has restrictive endorsements such as private, personal, confidential, etc.

Mail

- If you encounter suspicious mail based on threatening statements or suspicious print, immediately place the mail in a larger envelope and call the police. Do not handle the mail any more than necessary to preserve it for evidentiary purposes.
- If you encounter suspicious mail based on foreign substances (powders, chemicals, etc.), place the mail into a larger envelope if immediately available, place entire contents into a trash can and evacuate the area.
- Notify police immediately and seek instructions in the event you have been exposed to any powders or chemicals. Do not make physical contact with other persons and minimize the areas you might contaminate in the event of exposure.

Packages, Vehicles or Other Suspicious Objects

- Don’t touch the package or vehicle and move a safe distance away from the object.
- Call UD Police immediately. Do not use transmitters such as cell phones, radios or other electronic devices in the immediate area of the threat.
- Keep other people away from the area of the threat.
- Relay to police officials why you believe the object is suspicious in nature.
- Follow instructions from police or fire officials when they arrive.

UD POLICE 229-2121 or 911 (UD PHONE)
Suspicious/Violent Persons

Suspicious persons can be total strangers whose behavior and actions create a sense of fear, threat or suspicion that they are about to or have committed a criminal act. A suspicious person can also be an acquaintance, a friend, co-worker, student or anyone who is acting unusual, violent or may appear to be emotionally distraught. In any case, persons acting in a suspicious and potentially violent or criminal manner should be reported to UD Police immediately.

Suspicious Behavior Can Occur Anywhere on Campus at Any Time. Some of the Behaviors to Look For are:

- Making verbal or non-verbal threats.
- Suspected of having a weapon.
- Fascination with weapons or violence.
- Acting disoriented or confused.
- Dressed unusually for weather conditions. (Example: Heavy coat or clothing that could easily conceal weapons during warm weather.)
- Carrying or in possession of unusual bags, packages or objects that might conceal a weapon or explosive device.
- Appears to be casing an area for the purpose of committing a theft offense or other crime.
- Extremely impaired from apparent use of drugs or alcohol.
- Abrupt change in a person’s demeanor or behavior.
- Creating an intimidating, hostile or offensive environment.
- Accessing restricted areas or attempting to gain entry into a secured building, vehicle or area.
- Maliciously causing damage to property.

(Quick Reference)

When an individual’s actions create a sense of fear, threat or a suspicion of criminal activity, contact UD Police immediately and report the following:

- Nature of the suspicious behavior.
  - Threats or Violence
  - Possession of Weapon
  - Suspected Criminal Act
  - Mentally Ill / Emotionally Distraught
  - Other Suspicious Behavior

- Location of the suspicious person/persons.

- Physical description of the suspicious person.
  - Gender
  - Race
  - Height
  - Build (thin, medium, heavy)
  - Hair Color (head, facial)
  - Eye Color (eyeglasses)
  - Markings, Tattoos, Teeth, etc.

- Clothing description (type and color)
  - Head (hat, scarf, mask, sunglasses, etc.)
  - Outer Garments (coat, jacket, gloves)
  - Shirt or Blouse
  - Pants, Dress, Shorts
  - Shoes

- If the person has left the area, his/her direction and means of travel (on foot, bike, motor vehicle, etc.).

UD POLICE 229-2121 or 911 (UD PHONE)
Terrorist Acts

Terrorist acts can be carried out in many forms of attack with the most commonly feared being biological, chemical and nuclear. These three forms of terror cause devastation in catastrophic proportion to life and property.

We will depend on professional first responders from police, fire, health and emergency medical agencies to treat and decontaminate victims who are exposed to these types of incidents. The best defense to all of these threats is to be observant and immediately report suspicious behaviors that might be addressed to prevent incidents such as these from occurring. The following activities are the seven signs of terrorism:

- **Surveillance:** Someone recording or monitoring activities. This could be video, photography, note taking, maps, etc.

- **Elicitation:** Persons or organizations attempting to gain information about military capabilities or people.

- **Tests of Security:** Any attempts to measure reaction times to security breaches or penetrate physical security barriers.

- **Acquiring Supplies:** Purchasing or stealing explosives, weapons, ammunition, military uniforms, badges, etc.

- **Suspicious Persons:** People who don’t seem to belong in the workplace, business, classroom, etc.

- **Dry Run/Trial Run:** Putting people into position and moving them around according to a plan without actually committing the terrorist act. Mapping routes, timing traffic flow, etc.

- **Deploying Assets:** People and supplies getting into position to commit the act.

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**Terrorist Acts (Quick Reference)**

**Exposure**
- If time permits, evacuate to a safe location.
- Cover your mouth and nose with layers of cloth.
- Get as far from the source of contamination as possible and avoid touching persons who have not yet been exposed to the threat.
- Follow instructions from responding emergency personnel.

**Blast or Explosion**
- Evacuate to a safe location if time permits.
- Attempt to take cover at a below-ground shelter or building and cover yourself with anything available that may provide protection from the blast and exposure.
- Follow instructions from responding emergency personnel.

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UD POLICE 229-2121 or 911 (UD PHONE)
Tornado/Severe Weather

Watch vs. Warning

A severe weather or tornado watch means that conditions are favorable for severe weather or a tornado to develop within the next six hours.

A severe weather or tornado warning indicates that a severe storm, tornado or funnel cloud has been sighted by a qualified spotter or has been detected on radar in a designated area.

If weather conditions are threatening, measures should be taken to ensure your personal safety by seeking adequate shelter and protecting your property if you can do so without exposing yourself to risk of harm.

Tornadoes are likely to pose the greatest threat to the Dayton area during the months of April through July, but they can occur at any time. Other severe weather conditions can also create a threat to life and property. The most likely conditions in the Dayton area would be:

- Tornadoes
- Excessive snow fall
- Severe thunderstorm (flood, wind, lightning)
- Severe ice storm (freezing rain, sleet, ice)

The effects of these weather conditions can be:

- Serious injury or death
- Severe property damage
- Loss of utilities (electricity, gas, water, etc.)
- Loss of communications (phone, radio, TV, etc.)
- Hazardous travel

Tornado

Tornado warnings come just minutes before the event and time is of the essence. You will not have time to travel to a safe location. Don't wait for confirmation.

If you are outdoors:

- Attempt to seek inside shelter if it is close by. If not, lie in a low-lying ditch, culvert, etc. Cover your face and head.

If Inside of a building:

- Proceed to a below-ground level floor if possible, or get to the center portion of the building inside of a closet, bathroom, hallway, or under a doorway or other structural support.
- Stay away from windows, bookshelves and other unsecured objects that might fall on top of you.
- Cover yourself with anything available that may provide protection from falling or flying objects.
- Stay in place until an all clear is sounded or rescuers get to you.
- After the threat has ended, get to an assembly area or shelter where you can be accounted for.

Other severe weather tips:

- Have a battery-operated radio available for weather warnings, instructions and updates.
- Dress appropriately for severe temperatures. Wear multiple layers of clothing for cold weather and thin, absorbent, reflective clothing for extreme heat.
- Keep a flashlight, bottled water and extra food on hand for emergencies.
- Do not leave shelter unless absolutely necessary.

UD POLICE 229-2121 or 911 (UD PHONE)