

## Tornado Warning Siren Procedures

The Champaign County Emergency Management Coordinator is responsible for activation of the tornado warning sirens. The decision to activate the sirens is typically based upon the following situations:

- A funnel cloud or tornado that is threatening the campus has been sighted by first responders and/or storm spotters and reported to METCAD (911 center for Champaign County).
- A tornado has touched down on campus or within the boundaries of Urbana-Champaign.
- A report of a radar echo of a tornado threatening the campus has been received from the U.S. Weather Service.

## Personal Safety Tips – Active Shooter/Threat

The following personal safety tips are offered as a guide for individuals in the event there is an active shooter/active threat situation on campus.

1. If the threat is inside your building, evacuate the area as long as it is safe to do so.
2. If you cannot evacuate or the threat is not inside your building,

shelter-in-place immediately. You can shelter-in-place by locking the door of the room you are in and/or maneuvering as much material between you and the threat as possible. Remain quiet and turn off lights to make the area appear unoccupied.

3. As soon as it is safe to do so, notify authorities by calling 911 (9-911 from a campus phone) and provide as much information as possible.
4. Do not approach emergency responders. Let them come to you.
5. Remain sheltered until the threat has passed or you have been advised by law enforcement that it is safe to exit.
6. Activate cell phones (and place on vibrate) to receive text messages or other notifications from the Illini-Alert emergency notification system.

For more information about this subject please contact the Division of Public Safety at 217-333-1216.

## Illini-Alert

The University has implemented the Illini-Alert emergency notification system, which is capable of providing emergency text and e-mail information to faculty, staff, and students in a timely manner. This system will be used to provide details of any life-threatening emergency affecting the campus community. In order to ensure you receive Illini-Alerts, visit [emergency.illinois.edu](http://emergency.illinois.edu) and register your contact information.

Division of Public Safety  
Office of Campus Emergency Planning  
1110 W. Springfield Ave.  
Urbana, IL 61801

Phone: 217-244-4877  
Fax: 217-244-7181  
E-mail: [emergencyplanning@illinois.edu](mailto:emergencyplanning@illinois.edu)

## Division of Public Safety



### Emergency Planning Information

OCEP Web Site  
Building Emergency Action Plans  
Continuity of Operations Plans  
Tornado Preparedness  
Tornado Warning Sirens  
Active Shooter/Threat  
Illini-Alert

[www.dps.illinois.edu](http://www.dps.illinois.edu)

*Office of Campus  
Emergency Planning*

## Office of Campus Emergency Planning Web Site

The Office of Campus Emergency Planning (OCEP) web site, [www.dps.illinois.edu](http://www.dps.illinois.edu), provides a single source of information where faculty, staff, students, and visitors can learn more about the ongoing efforts for emergency preparedness on the campus. The site contains valuable information on the creation of building emergency action plans, continuity of operation plans, federally mandated compliance training in the National Incident Management System (NIMS), and links to other valuable web sites. If you have a comment, question, or suggestion or would like to schedule a meeting to discuss emergency preparedness, please visit the web site or call 217-244-4877.

## Building Emergency Action Plans

Occupants within campus buildings are encouraged to have an "all hazards" building emergency action plan that includes, but is not limited to, instructions for tornado preparedness, active shooter response, hazardous materials releases, evacuation, and shelter-in-place procedures. OCEP has prepared templates to assist with the creation of these plans, which can be found at [www.dps.illinois.edu](http://www.dps.illinois.edu).

## Continuity of Operations Plan

OCEP will assist campus units with the creation of their unique continuity of operations plan. Please contact OCEP at [www.dps.illinois.edu](http://www.dps.illinois.edu) or by calling 217-244-4877 for assistance in creating your continuity of operations plan.

## Tornado Preparedness

Natural disasters can strike at any time, destroying property and lives, and being prepared for them helps to decrease panic and prevent further chaos. Tornado preparedness is essential for all areas of East Central Illinois. The following information is intended to assist in individual as well as group planning efforts for tornado emergency preparedness.

Emergency warning sirens are located in strategic positions throughout the campus. When a tornado warning has been issued for the campus or surrounding area, these sirens will be activated for a continuous three-minute unwavering blast. If the danger is still present, or a continuing threat exists, the warning siren will be repeated every 30 minutes for as long as the condition continues. If you don't hear the siren for a 30 minute period, it is considered safe to return to normal activities. (Note: The tornado warning sirens are tested on the first Tuesday of the month at 10:00 a.m. to ensure operability).

If you are **outside** when you hear the warning siren, seek shelter in the nearest building. Once **inside** a building, go to the basement or

the lowest level and seek shelter in an interior hallway or other enclosed area. **Avoid areas with windows whenever possible.**

If you are at class, work, or home when the emergency warning sirens are sounded, quickly secure your surroundings (i.e., close doors and windows/move away from exterior doors and windows). Proceed in an orderly manner to the designated tornado shelter for your building. Avoid using the elevator if possible. Once you are in the shelter, protect your head and get under a heavy desk, table, or other sturdy furniture that may be available. Your building emergency action plan should provide greater detail on shelter locations, emergency supplies, and communication resources.

If a tornado strikes, do not re-enter damaged structures. In the event of fire or personal injury, go to the nearest safe telephone to call for help. Once you exit the shelter, be alert for down electrical lines, possible chemical releases, broken gas lines, or weak building structures. In the event of injuries, give first aid to the best of your ability, and notify emergency personnel as soon as possible by calling 911 (9-911 from a campus phone).