



THE UNIVERSITY *of*  
**MISSISSIPPI**  
SCHOOL OF LAW

Emergency  
Preparedness  
and Response Plan

2021-2022

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For more information on university procedures and policies contact:  
 Amanda Drew  
 Emergency Management Coordinator  
 University Police Department & Safety  
 662-915-2454 or email at  
 acdrew@olemiss.edu

**EMERGENCY CONTACT DIRECTORY**

**School of Law Crisis Team**

| Name               | Phone          | Email                |
|--------------------|----------------|----------------------|
| Susan Duncan, Dean | (662) 915-6900 | sduncan@olemiss.edu  |
| Christina Steube   | (662) 915-3424 | cmsteube@olemiss.edu |
| CJ Dowden          | (662) 915-6844 | cjdowden@olemiss.edu |
| Sandra Cox-McCarty | (662) 915-6903 | lwsandra@olemiss.edu |
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| Christopher Green  | (662) 915-6837 | crgreen@olemiss.edu  |
| Ben Cooper         | (662) 915-6809 | bcooper@olemiss.edu  |

**EMERGENCY CONTACT INFORMATION**

Fire or Ambulance: **911**

Address: 481 Chucky Mullins Dr or *old address 481 Coliseum Dr*

Campus Police: **(662) 915-4911, upd@olemiss.edu**, Kinard Hall, Wing C-floors 2 & 3

Online resources: <https://olemiss.edu/emergency/>

Text notifications: Text: **35842** Message **rebtexme**

Ole Miss Approved Mobile App: **LiveSafe App**

Weather/School Cancellation/Emergency News: (662) 915-1040

Mississippi Road Conditions: 1(888)728-4218

Campus Cable TV - Channel 69

Oxford Cable TV - Channel 99

Safe Ride - Thursday-Friday (10 PM-2 AM)

Saturday (9 PM-1 AM)

Sorority Row and Northgate Crosby Hall

Burns/Minor/Pittman/RH 2 & 3

Paris Yates Chapel

## MEDICAL EMERGENCY

If someone is injured or becomes ill:

### Stay calm.

**Dial (662) 915-4911** from your cell or 4911 from a campus phone and explain the type of emergency, the location, condition, and number of victims.

**Contact the Dean's office** immediately after calling 4911 or 911. Dean's number: 6900.

**You may use the LiveSafe App.** LiveSafe is a free mobile safety app that the University of Mississippi provides to all students, faculty, staff, parents, alumni, and visitors. This app provides a streamlined way for you to communicate directly with UM safety officials to better protect you. See page 16 on how to download the app.

**Inform** the dispatcher of any safety hazards (chemical spill, fire, fumes, etc). **Do not hang up** unless told to do so by the dispatcher.

**Do not move the victim unless** there is danger of further injury if he/she is not moved. Complete First Aid or CPR only if you have been trained. If the victim cannot be encourage to stay, he/she should be aware of the risk for their safety.

**Do not leave the injured** person except to summon help from others or unless conditions become too unsafe for you to remain there.

**Comfort the victim(s)** until paramedics arrive.

**Have someone stand outside the building** to flag down the ambulance and/or UPD or other emergency personnel.

**See pages 10-11 for EXITS.**

## EMERGENCY KIT CHECK LIST

- Emergency Contact Card
- Water
- Snacks (granola bars, fruit, trail mix)
- Flashlight (check batteries and have extra batteries)
- Poncho
- Moist towelettes
- Whistle
- Phone charger
- Medications/glasses/ feminine products
- Paper and writing utensil
- First Aid kit
- Gloves
- Dust Mask
- Helmet or head protection
- Band-Aids
- Gauze pads
- Dressings
- Antiseptic wipes or hand sanitizer
- Scissors
- Tweezers
- Extra clothing

## First Aid Kit and Defibrillator Locations:

- Dean's Suite
- Library Room 1004

Ask for assistance when using the defibrillator or call UPD after hours, 4911.

See page 16 .

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## SEVERE WEATHER PLAN

### LIGHTNING

There is no safe place outside when thunderstorms are in the area. If you hear thunder, you are likely within striking distance of the storm.

**Just remember:** “When Thunder Roars, Go Indoors”

#### Possible Casualties:

**Direct Strike:** A bolt of lightning strikes you directly, carrying 30,000 amps, 100-million volts, and temperature potential of 50,000 degrees Fahrenheit. Very few people survive a direct strike.

**Contact Voltage / Conduction:** You are touching an object that is/was struck by lightning. Examples include direct contact with building surfaces, towers, poles, vehicle surfaces, wiring, and plumbing.

**Side Flash:** You are struck by a bolt of lightning that arcs to you from an object that was struck, creating a path of least resistance.

**Step Voltage / Ground Streamers:** Lightning strikes within 100 feet of you and the voltage jumps across the ground, wet pavement, pools of water, or other electrical pathways to touch you as well.

\*\*Majority of casualties do not come from direct strike\*\*

#### Safety Measures for Lightning and Tornado:

**Stay inside.** Move to center of lobby and as far into the building as possible, staying clear of doors and windows.

**Avoid using any electrical device** as lightning travels through wiring and pipes. This includes electrical, telephone, cable, Internet, and water.

**Stay off corded phones.** Only use cellular or cordless phones.

**Do not touch electrical equipment** such as computers, TVs, or cords.

Avoid plumbing. **Do not wash your hands.**

**Stay away from windows and doors** that might have small leaks around the sides to let in lightning.

**Do not lie on concrete floors** or lean against concrete walls.

**Do not unplug equipment during a thunderstorm**, as there is a risk you could be struck.

**Wait at least 30 minutes** from the last bolt of lightning within 8-10 miles of your location. For each new lightning strike within 8-10 miles, you need to restart the wait time.

**Pay attention to “All Clear” signal** to make sure the threat is over.

**Note: Sirens will NOT go off in cases of inclement weather.**

#### FACTS:

- Lightning can strike as far as 10 miles, and in some extreme cases up to 20 miles, from the area where it is raining. That is about the distance you can hear thunder. If you can hear thunder, you are within striking distance.
- Water and metal do not attract lightning, but they are excellent conductors of electricity. The current from a lightning flash will easily travel for long distances.
- There are 3 main ways lightning enters structures: a direct strike, through wires or pipes that extend outside the structure, and through the ground. Once in a structure, lightning can travel through electrical, phone, plumbing, and radio/television reception systems. Lightning can also travel through any metal wires or bars in concrete walls or flooring.

## TORNADO

Tornadoes are often preceded by gusty winds, hail, and a loud, roaring sound similar to that of a locomotive or jet engine. If you see a tornado and it looks like it is not moving, it may be headed straight towards you.

| TORNADO WATCH   | TORNADO WARNING*  |
|---|---|
| Conditions outside are right for a tornado to form.   | A tornado has been sighted on the ground or indicated by weather radar. |
| Be ready to act quickly if a warning is issued or you suspect a tornado is approaching.             | There is imminent danger to life and property.                          |
| Students should continue to monitor weather for further developments and be prepared to take cover. | Students should take immediate action to take cover.                    |

\***Tornado Warning gets an all clear**; Tornado Watch does not get an all clear from the University. Even if the county is under a warning, the university may not be depending on the location of the warning and direction of the storm.

### Safety Measures:

- Move to an interior rooms on the **first floor restrooms** and **first floor stairwell**.
- **Tornado Shelter Location: Weems Auditorium Room 1078**  
Interior room/no windows/first floor
- **Avoid windows.**
- **Listen for emergency sirens.**  
Sirens are tested every Wednesday at 12 pm for 30 seconds.  
If the test lasts any longer, seek shelter immediately.
- **Do not leave the shelter area until the sirens have stopped** sounding for at least 5 minutes.
- Keep hallways clear by standing against the wall.
- **All individuals should assume a kneeling position facing the wall** with their heads bent down.



- **AFTER THE WARNING HAS EXPIRED, CLASSES WILL RESUME IMMEDIATELY**, for classes that are in-session at the discretion of the instructor. Classes that have not yet begun will resume 30 minutes after expiration provided half the class period remains.

**DROP, COVER  
HOLD ON**

**DROP** where you are, onto your hands and knees. This position protects you from being knocked down and also allows you to stay low and crawl to shelter if nearby.



**COVER** your head and neck with one arm and hand. If a sturdy table or desk is nearby, crawl underneath it for shelter. If no shelter is nearby, crawl next to an interior wall -away from windows. Stay on your knees; bend over to protect vital organs.



**HOLD ON** until shaking stops. Under shelter: hold on to it with one hand; be ready to move with your shelter if it shifts. No shelter: hold on to your head and neck with both arms and hands.



**IN A CLASSROOM:** Avoid exterior walls, windows, hanging objects, mirrors, and cabinets with heavy objects or glass objects. **DO NOT** go outside during the shaking.

**OUTDOORS:** Move to a clear area if you can safely do so; avoid power lines, trees, signs, buildings, vehicles and other hazards.

**DRIVING:** Pull vehicle on roadside, stop, set parking brake. Avoid overpasses. Avoid overpasses, bridges, power lines and other hazards.

**EARTHQUAKES**

Stop, Drop and Cover.

Earthquakes are more common in the western United States, but Mississippi does sit on an active fault line: the New Madrid Fault. In the unlikely event of an earthquake:

**Stay away from large windows**, shelving units, or tall room dividers.

**Get under a desk, table**, door arch, or stairwell. If none of these are available: move against an interior wall and cover your head with your arms.

Remain under cover until the movement subsides.

After the shaking stops, survey your immediate area for trapped or injured persons and ruptured utilities (water, gas, etc.).

If damage has occurred in your area, inform UPD immediately at 4911 from a campus phone or (662) 915-4911 from a cell phone.

**Contact the Dean's office** immediately after calling 4911 or 911. Dean's number: 6900. Send an alert through the **LiveSafe App**.

If it is safe to do so, remain at your location and await further instructions from personnel.

Do not evacuate until instructed by emergency personnel.

**After an earthquake:**

Put on enclosed shoes to protect against broken glass.

If the power is out use a flashlight. Do not light a match or candle.

Be alert for safety hazards such as fire, electrical wires, gas leaks, etc.

Check on others. If there are injuries or urgent problems, report them to UPD at 4911 from a campus phone or (662) 915-4911 from a cell phone. **Contact the Dean's office** immediately after calling 4911 or 911. Dean's number: 6900. Send an alert through the **LiveSafe App**.

Give or seek First Aid. Assist any disabled person(s) in finding a safe place.

Evacuate if the building seems unsafe or if instructed to do so. Use stairs, not elevators.

Unplug small electrical appliances.

Be prepared for aftershocks.

Cooperate with emergency personnel, keep informed, and remain calm.

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## UTILITY FAILURE AND NATURAL DISASTER UTILITY FAILURES

These may include electrical outages, plumbing failure/flooding, gas leaks, steam line breaks, ventilation problems, elevator failures, etc. UM's Facilities Management has procedures and personnel to deal with utility failures and resumption of service. For your personal safety, in the event of a utility failure:

### Remain calm.

Immediately notify UPD by calling 4911 from a campus phone or (662) 915-4911 from a cell phone.

**Contact the Dean's office** immediately after calling 4911 or 911. Dean's number: 6900.

In a non-emergency situation, Facilities Maintenance may be reached directly at 7051 from a campus phone or (662) 915-7051 from a cell phone.

**If the building must be evacuated**, follow the instructions on proper evacuation procedures. See page 10 on Evacuation.

Unplug all electrical equipment (including computers) and turn off light switches. Use a flashlight: do not light candles or use other kinds of flames for lighting. **See pages 10-11 for EXITS.**

### Elevators:

- If passengers are trapped in an elevator, advise them to stay calm and tell them you are getting help.
- If it is safe for you to stay in the building near the passengers until assistance arrives.

If you are trapped in an elevator, help will be there soon.

- Remain calm.
- Use the Call Button to call for help.
- Call 662-915-7087 in case of an elevator malfunction.
- Do not try to climb out or exit the elevator without assistance.



### Useful Tips for Elevator-Phobes

1. Count the tiles on the floor or ceiling.
2. Go through the alphabet and think of a girl's name that begins with each letter.
3. Do the same thing with boys' names.
4. Play a memory game by recalling telephone numbers you call often.
5. Count down from 100 or count down from 100 by threes.

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## FLOODS

Minor or area flooding on campus could occur as a result of a water main break, loss of power to sump pumps, or major multiple rainstorms. The Emergency Management Services Department monitors the National Weather Service and other emergency advisory systems to stay abreast of weather and alert related conditions and will provide instructions should they be necessary. For imminent or actual flooding, and only if you can safely do so:

- Secure vital equipment, records, and other important papers.
- If present in your area, report all hazardous materials (chemical, biological, and/or radioactive) to UPD at 4911 from a campus phone or (662) 915-4911 from a cell phone or to Laboratory Services at 5433 from a campus phone or (662) 915-5433 from a cell phone. **Contact the Dean's office** immediately after calling 4911 or 911. Dean's number: 6900. Send an alert through the **LiveSafe App**.
- Move to higher, safer ground.
- Shut off all electrical equipment.
- If in a lab, secure all laboratory experiments.
- Do not attempt to drive or walk through flooded areas. Be aware of the risk for if you leave campus in a flooding situation.
- Wait for further instructions on immediate action from UPD, Laboratory Services, emergency personnel, or Emergency Management.
- If the building must be evacuated, follow the instructions on proper evacuation procedures.
- Do not return to your building if you have been evacuated by flooding until you have been instructed to do so by personnel.

**FIRE**

Pull the Fire Alarm and Call 662-915-4911 from your cell or 4911 from a campus phone. **Contact the Dean's office** immediately after calling 4911 or 911. Dean's number: 6900. Send an alert through the **LiveSafe App** — if you smell or see smoke report to Dean's Office and LiveSafe app.

**If you see a fire, follow:**

**--CARE--**

**Contain** the fire by closing all doors as you leave.

**Activate** the nearest Fire Alarm by pulling down.

**Report** the fire by dialing 662-915-4911 from your cell or 4911 from a campus phone.

**Evacuate** or extinguish (In most cases, it is best to evacuate).

**If you hear a fire or alarm:**

- Follow the emergency procedure for the room/building you are in.
- Follow announcements from PA system or emergency personnel.
- Follow the exit signs to evacuate area. Use STAIRS and not the elevator.
- Wait outside in the designated area at least 400 feet or more away from the building as instructed.
- Re-enter the building only after authorized emergency personnel announce "All Clear."

**Use a Fire Extinguisher only if:**

- IF the fire is the size of a small trash can; if the fire is larger the extinguisher may not be effective, call 911.
- You have been trained.
- You have your back to an unobstructed exit.
- The fire is contained and you have reported the fire by either pulling – the fire alarm or calling 911.
- Everyone else has left the area. There is little smoke or flames.

**Never fight a fire if:**

- You lack a safe way to escape should your efforts fail.
- It has left its source of origin.
- You are unsure of the type of extinguisher you need or have.
- If you can't control the fire within 30 seconds, abandon your efforts, close the door(s), and evacuate immediately.
- Fire Extinguishers should only be used for small fires, such as ones that might occur in something similar to the size of a trashcan. A large, developed, or spreading fire will be handled by the fire department.

**Know the exits:** Walk (do not run) to the nearest exit.

**See pages 10-11 for EXITS.**

**HOW TO USE A FIRE EXTINGUISHER**

Stand a safe distance from the fire (8-10 feet).

Use the **PASS** Method:

**PULL:** Pull the pin. This allows you to discharge the extinguisher.



**AIM:** Aim low: Point the extinguisher nozzle at the base of the fire.



**SQUEEZE:** Squeeze and hold the handle to discharge the extinguishing agent.



**SWEEP:** Sweep slowly from side to side as you hold the handle squeezed.



## EVACUATION

If it is necessary to evacuate your area or building due to an emergency, fully cooperate with your building administration, UPD, and/or emergency personnel. Remember:

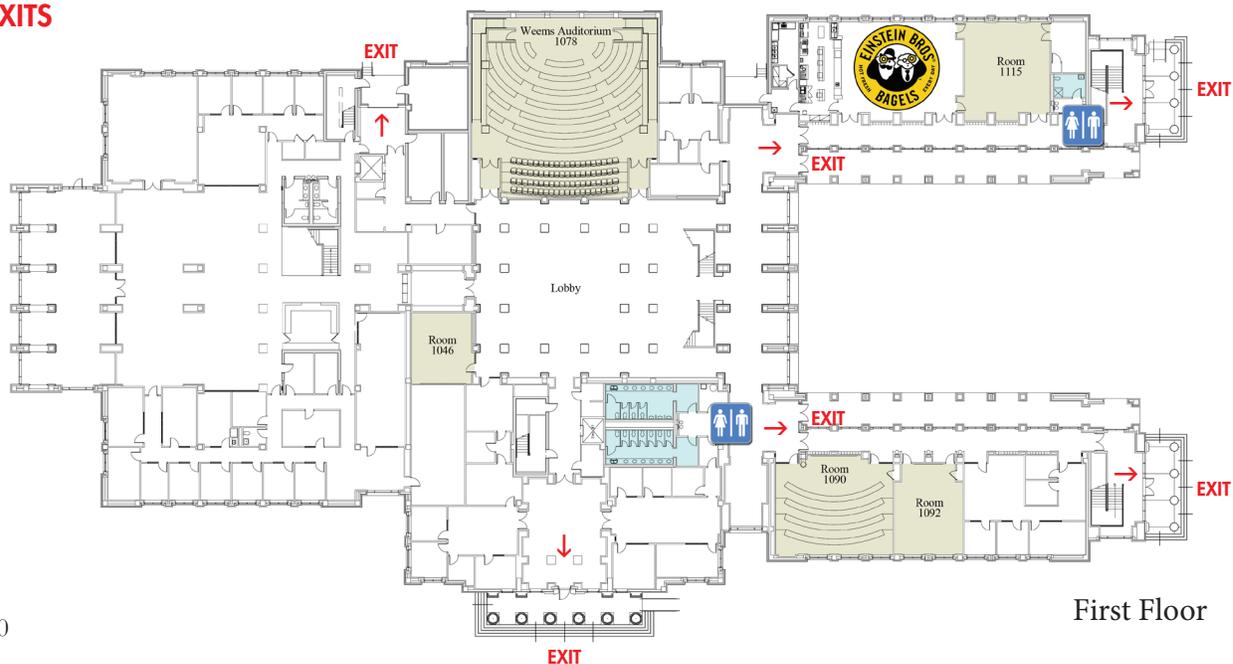
- Recommended building evacuation should be no less than 400 feet from the building; however, evacuations due to potential bombs may require farther distances.
- Emergency personnel and designated university officials will facilitate evacuation.
- Emergency personnel will notify individuals when reentry to the building can be made.

There is no specified time limit for when students and faculty will be permitted back into the isolated area. This will depend solely upon the information received and the results of the investigation by public safety authorities.

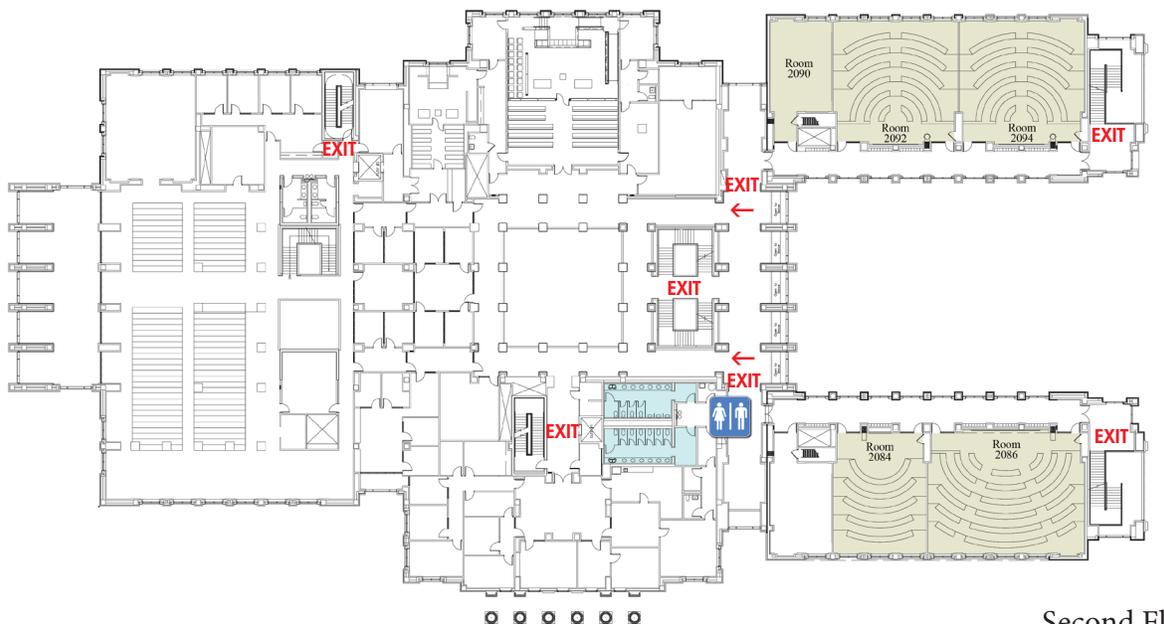
- Take only your keys, wallets, and essential belongings with you. If you are the last one to exit your room, close and lock all doors. Leave the building immediately.
- Do not investigate the source of the emergency.
- Walk (do not run) to the nearest exit. **See pages 10-11 for EXITS.**
- Use stairs and not elevators.
- Assist people with special needs.
- As you make your way out, encourage those you encounter to exit as well.
- **Do not** pull the fire alarms to evacuate any buildings, unless specifically directed to do so by emergency personnel. This may trigger an IED.

If you are unable to evacuate, call UPD at 4911 from a campus phone or (662) 915-4911 to report your location. **Contact the Dean's office** immediately after calling 4911 or 911. Dean's number: 6900.

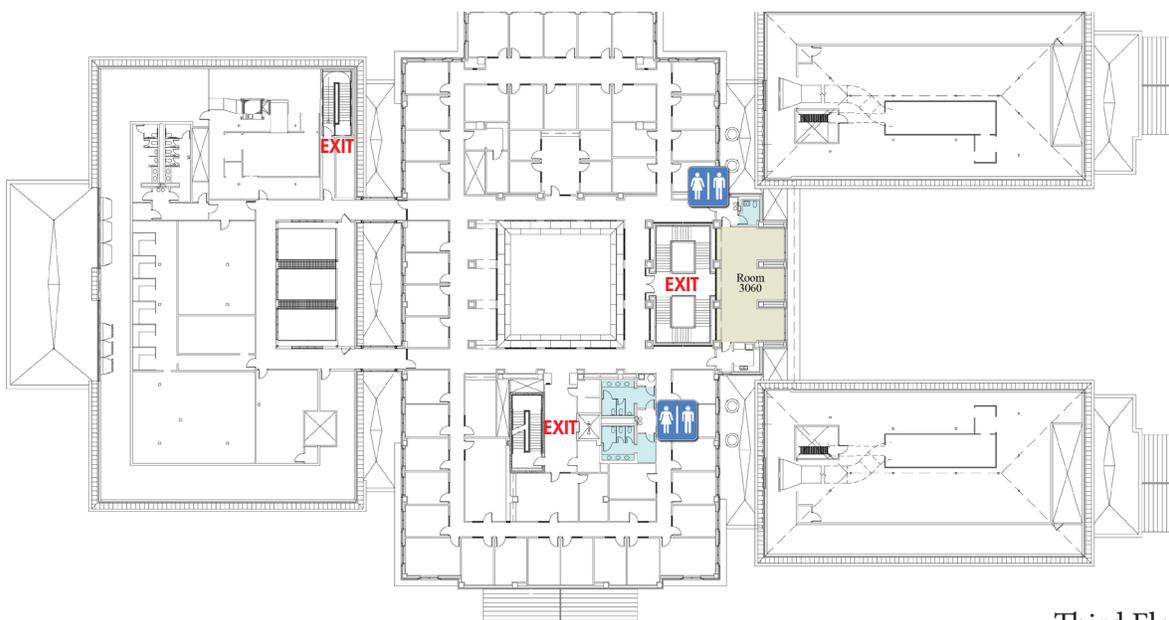
## EXITS



**EXITS**



Second Floor



Third Floor

|  |  |
|--|--|
| <p><b>1ST FLOOR EXITS</b></p> <ul style="list-style-type: none"> <li>Located near Room 1087, the Dock</li> <li>Located near Room 1115, Faculty Room</li> <li>Located near Room 1104, Classroom</li> <li>Near Room 1090, Classroom, also ADA</li> <li>Near Room 1082, Near IT, ADA</li> <li>Near 1074, Room 1074 Business Law</li> <li>Library</li> <li>Room 1000, Reading Room</li> <li>Room 1038</li> </ul> | <p><b>2ND FLOOR EXITS</b></p> <ul style="list-style-type: none"> <li>Room 2022, Emergency Exit</li> <li>Room 2018, Emergency Exit</li> <li>Stairs across from the elevator</li> <li>Open stairs in the middle of the building</li> </ul> <p><b>3RD FLOORS EXITS</b></p> <ul style="list-style-type: none"> <li>Stairs across from the elevator</li> <li>Open stairs in the middle of the building</li> </ul> |
|--|--|

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## ACTIVE SHOOTER

### BEGINNING OR DURING

#### **If the armed subject is outside the building:**

- Turn off all lights and close and lock all windows and doors.
- If you can do so safely, get all students on the floor and out of the line of fire.
- Move to a core area of the building if safe to do so and remain there until an “All Clear” instruction is given by an authorized figure.
- If staff or students do not recognize the voice that is giving the instruction, they should not change their status.
- Unknown or unfamiliar voices may be misleading and designed to give false assurances.

#### **If the armed subject is inside the building:**

- If it is possible to flee the area safely and avoid danger, do so.
- Contact UPD with your location if possible. **See pages 10-11 for EXITS.**
- If fleeing is impossible, lock all doors and secure yourself in your space. Get down on the floor or under a desk and remain silent.
- Get students on the floor and out of the line of fire.
- Wait for the “All Clear” instruction.

#### **If the armed subject enters your class or office:**

- There is no single procedure authorities recommend in this situation.
- Attempt to get the word out to other staff if possible.
- Call UPD if that seems practical.
- Use common sense. If hiding or fleeing is impossible, attempt to negotiate with the individual.
- Attempting to overcome the armed subject with force is a last resort that should only be initiated in the most extreme circumstances.
- Remember, there may be more than one active armed subject.
- Wait for the “All Clear” instruction.
- Be careful not to make any changes to the scene of the incident since law enforcement authorities will investigate the area later.
- In case you must flee, do not go to the normal gathering site for your building. Get as far away from the shooting scene as possible and then contact authorities.

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## ACTIVE SHOOTER

### AFTERWARD

Immediately write down what you saw and give it to UPD officials.

#### Information To Provide 911 Operator:

- Clarify if you are on the Ole Miss campus.
- Location of the active shooter.
- Number of shooters, if more than one .
- Physical description of shooter(s).
- Number and type of weapons held by the shooter(s) .
- Number of potential victims at the location.

#### When Law Enforcement Arrives:

- Immediately raise hands and spread fingers. Keep hands visible at all times.
- Remain calm, and follow officers' instructions.
- Avoid making quick movements toward officers such as attempting to hold on to them for safety.
- Avoid pointing, screaming and/or yelling.
- Do not stop to ask officers for help or direction when evacuating, just proceed in the direction from which officers are entering the premises.

#### Safety Measures:

- Know at least 2 exits closest to your office or class. **See pages 10-11 for EXITS.**
- Take different routes to and from your building to become familiar with various escape routes.
- Find areas you can hide in or items that you can use as weapons in the room you are in.

## THREATS

### Types of Threats

**Bomb** - any device capable of producing damage to material or injury/death to personnel when detonated.

| INCENDIARY BOMB                                 | EXPLOSIVE BOMB                                       | DIRTY BOMB                                |
|---|--|---|
| Causes fire-producing heat and little explosion | Causes damage by fragmentation, heat, and blast wave | Causes a release of radiological material |

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## THREATS

A threat may be received by telephone, written message, email, face-to-face, social media, or through a suspicious package delivery by mail.

| TYPE OF THREAT               | WHAT TO DO:   |
|------------------------------|---|
| <b>Phone</b>                 | <p>Start a recording device or note the Caller ID #.</p> <p>Signal another staff member to call 911 and then monitor the conversation, if possible. <b>Contact the Dean's office</b> immediately after calling 4911 or 911. Dean's number: 6900.</p> <p><b>When the caller hangs up, do not hang up the phone. Leave the line open. Hanging up the phone may trigger the IED.</b></p> <p>Be available after the call for the University Police and the Crisis Response Team to interview you.</p>   |
| <b>Written</b>               | <p>Try to observe strange characteristics of the letter (odors, powder, fluids leaking from the note, etc) when in doubt, do not touch it. Also, note where the item was found, the date and time you found the item, any situations or conditions surrounding the discovery, and any other person who may have seen the threat. Notify University Police via 911 and the Dean's office at 6900.</p>  |
| <b>Email</b>                 | <p>Print, photograph, or copy down the message. Include the header of the e-mail. Save the e-mail. Leave the e-mail open until assistance arrives. Notify University Police via 911 and the Dean's office at 6900.</p>  |
| <b>Verbal (Face-to-Face)</b> | <p>Remain calm.</p> <p>Move and speak slowly, quietly, and confidently.</p> <p>Notify the University Police via 911 and the Dean's office at 6900, as soon as you can safely do so.</p> <p>Note the description of the person who made the threat (Name, sex, vocal distinguishers, body size, and height, hair/eye/skin color, type and color of clothing).</p> <p>Write down the threat exactly as it was communicated to you (date and time of threat, exact wording, who made the threat).</p> <p>Note the direction in which the person who made the threat leaves, and be ready to give the description to the police department dispatchers via 911.</p> |
| <b>Social Media</b>          | <p>Report it to University Police via 911 and the Dean's office at 6900.</p> <p>Use the <b>LiveSafe App</b> for on or off campus threats.</p> <p>Note the name of the person making the threat and the application they used to make it.</p> <p>Record the exact wording of the threat as it was posted.</p> <p>Take a screenshot of the computer if possible to provide to the University Police.</p>  |

If you overhear a rumor about an IED, a bomb threat, or incident, write down exactly what you heard, from whom you heard it, and then report the rumor to **University Police via 911 or (662) 915-4911** or using the reporting features from the **LiveSafe App**.

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## SUSPICIOUS PACKAGE

If you have any reason to believe that a letter or package is suspicious, do not take a chance or worry about embarrassment. Call 4911 from a campus phone or (662) 915-4911 from a cell phone immediately. **Contact the Dean's office** immediately after calling 4911 or 911. Dean's number: 6900.

### RED FLAGS:

- Strange odor
- Lopsided package
- Oily stains
- Protruding wires
- Mailed from foreign country Excessive or no postage Rigid or bulky envelope No return address
- Markings labeled "Private" or "Personal"
- Incorrect title, name, or bad handwriting
- Homemade labels
- Irregular shape, soft spots, or bulges
- Buzzing or ticking noise
- Unprofessional wrapping with lots of tape and/or "Fragile: Handle with Care" or "Rush: Do Not Delay" label

### How to Handle the Suspicious Package or Letter:

#### If unopened—

- Do not open the package.
- Do not shake or empty the contents of any suspicious envelope or package. Immediately report the incident to the University Police.
- Have everyone vacate the immediate area and close any door OR section off the area to prevent others from entering.
- Wash your hands with soap and water to prevent spreading any powder or other chemicals to your face.
- List all individuals who handled, or were within close proximity to, the suspicious letter or package.

#### If opened-

- Do not panic. Immediately report the incident to University Police via 911. Follow any instructions given to you by the dispatcher.
- Do not try to clean up the substance. Cover the spilled contents immediately with anything (e.g., clothing, paper, trash can), and do not remove this cover.
- Have everyone vacate the room and close any door, or section off the area, to prevent others from entering.
- Wash your hands with soap and water to prevent spreading any of the substance to your face.
- Remove heavily contaminated clothing as soon as possible, and place in a plastic bag or some other container that can be sealed. This clothing bag should be given to the emergency responders for proper handling.
- Shower with soap and water as soon as possible. Do not use bleach or other disinfectants on your skin.
- List all individuals who handled, or were within close proximity to, the suspicious letter or package, especially those who had actual contact with the substance

## LIVESAFE APP

**LiveSafe** is a free mobile safety app that the University of Mississippi (UM) provides to all students, faculty, staff, parents, alumni, and visitors. This app provides a streamlined way for you to communicate directly with UM safety officials to better protect you. And by leveraging the community's eyes and ears, LiveSafe helps to help keep the campus safe by preventing crimes before they occur. For more information on how to download the app go to <http://olemiss.edu/livesafe/>

### Ole Miss Approved Mobile App



#### LIVESAFE CROWDSOURCES SAFETY

- **Share information** – Submit reports for suspicious activity or an on-campus disturbance with photo, video, or audio attachments. You have the option to send anonymously, also.
- **Have peace of mind with SafeWalk** – Invite others to "virtually escort" and monitor your location on a real-time map. Simultaneously, SafeWalkers can chat with one another or call 911 if needed.
- **Navigate the University of Mississippi campus** – Refer to a full UM map for locations of campus buildings.
- **Summon emergency help** – Safety officials can leverage location-data in an emergency, allowing faster response times.
- **Access emergency information** – Have fast access to important campus support resources and emergency procedures, even when you are unable to connect to the Internet.



**View PDF of the LiveSafe main screen.**

## CARDIAC EMERGENCY

Cardiac arrest can strike without warning. Here are the signs:

- Sudden loss of responsiveness The person doesn't respond, even if you tap him or her hard on the shoulders, or ask loudly if he or she is OK. The person doesn't move, speak, blink or otherwise react.
- No normal breathing The person isn't breathing or is only gasping for air.

What to do:

- Tell someone nearby to **call 911 or alert on LiveSafe app**. Ask that person or another bystander to bring you an AED (automated external defibrillator), from the **Dean's Office or the Law Library**. Tell them to hurry – time is of the essence.
- Check breathing. If the person isn't breathing or is only gasping, administer CPR.
- Give CPR: Push hard and fast. Push down at least two inches at a rate of 100 to 120 pushes a minute in the center of the chest, allowing the chest to come back up to its normal position after each push.
- Use an AED. Use the automated external defibrillator as soon as it arrives. Turn it on and follow the prompts.
- Keep pushing. Continue administering CPR until the person starts to breathe or move, or until someone with more advanced training takes over, such as an EMS team member.

### COVID-19 Protocol

In response to the COVID-19 pandemic, University of Mississippi School of Law has created new guidelines for student, faculty, and staff while in the building:

- The University has created a self-checker tool for COVID-19 based on CDC guidance. Before coming into the building every day, you must complete the symptom checker online, which can be found under the “Self-Monitoring” section at <https://hr.olemiss.edu/coronavirus>
- Do not enter the building if you have fever, cough, chills, shortness of breath, or have recently been exposed to someone with suspected or confirmed COVID-19.
- Hand sanitizer and disinfectant wipe stations are placed in all high-traffic areas in the building.
- Custodial Services will clean and sanitize daily, giving increased attention to frequently used areas.
- If you suspect you have COVID-19, call the Health Center at 662-915-6550 if you are an employee or 662-915-7274 if you are a student.
- While waiting for COVID-19 test results, you must quarantine at home.
- If you test positive for COVID-19 at a facility other than the Health Center, you must report it to the Health Center immediately. You may not enter the Law School building and must quarantine at home until you test negative.

## OTHER NON-EMERGENCY CONTACTS

|   |          |
|---|----------|
| Office of the Dean and Professor of Law                               | 915-6900 |
| Assistant Dean of Student for Student Affairs                         | 915-6819 |
| Equal Opportunity and Regulatory Compliance (EORC)                    | 915-7735 |
| IT Helpdesk   | 915-5222 |
| University Health Services  | 915-7274 |
| Office of Student Disability Services                                 | 915-7128 |
| Office of Conflict Resolution and Student Conduct                     | 915-1387 |
| Office of Violence Intervention and Prevention                        | 915-1059 |
| University Counseling Center  | 915-3784 |
| University Police Department  | 915-7234 |
| Violence Prevention or Crisis Intervention                            | 915-3784 |
| Office Hours 8:00-5:00, Mon-Fri; After Hours for emergencies call UPD | 915-7234 |
| Mental Health/Suicide —report a tip through LiveSafe or call          | 915-7324 |
| Drugs/Alcohol —report a tip through LiveSafe or call                  | 915-7324 |
| Emergency Management Coordinator, Amanda Drew                         | 914-2454 |

**LiveSafe** is a free mobile safety app that the University of Mississippi provides to all students, faculty, staff, parents, alumni, and visitors. This app provides a streamlined way for you to communicate directly with UM safety officials to better protect you.



THE UNIVERSITY of  
**MISSISSIPPI**  
 SCHOOL OF LAW

481 Chucky Mullins Drive, University, MS 38677



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I have read and understand the *University of Mississippi School of Law Emergency Preparedness and Response Plan*:

Signed: \_\_\_\_\_

Date: \_\_\_\_\_