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# Meetinghouse Emergency Procedures

## **MEDICAL EMERGENCY (E.G., INJURY, ILLNESS, OR HEART ATTACK)**

1. Call the local emergency number (911). Detail the emergency and give your location.
2. If you have been trained in first aid or CPR, treat the person as appropriate until help arrives.
3. Keep the individual as comfortable as possible. Do not move him or her unless there is immediate danger. Be calm and reassuring.
4. Notify your priesthood leaders.
5. Ask bystanders to leave the area.
6. Follow instructions from medical personnel after they arrive.

## **FIRE OR EXPLOSION**

Report all fires, no matter how small.

1. Pull the nearest fire alarm (there should be one by each fire exit).
2. Call the local emergency number (911). Detail the emergency and give your location.
3. Proceed to the assigned evacuation assembly area. Follow the building evacuation instructions. If there is smoke, fire, or an explosion, evacuate immediately.
4. Do not use any elevators.

## **SEVERE WEATHER**

1. Be alert. Monitor changing weather conditions.
2. During a severe weather warning or watch, stay indoors.
3. Stay away from all glass (this includes windows, glass doors or walls, mirrors, and lighting fixtures).
4. For high winds, tornadoes, or heavy snow, do not gather in large, open areas. The safest locations are usually interior classrooms or hallways. Ask your local facilities manager what locations are safest in your area.
5. If there is thunder and lightning:
  - a. Go inside if thunder follows a lightning flash within 30 seconds.
  - b. Stay inside for half an hour after the last clap of thunder during an electrical storm.
  - c. If your hair stands on end or if you feel a tingling sensation during an electrical storm, lightning may strike soon. Do not lie flat on the ground. Instead, crouch down with your feet close together, arms tucked in to your body, and hands over your ears.
6. During periods of excessive heat or humidity, drink plenty of water.

## HAZARDOUS CHEMICAL SPILL

1. Call the local emergency number (911). Detail the emergency and give your location.
2. Stay away from the spill.
3. Immediately evacuate the affected area, and keep others away. Isolate the area if possible.
4. Avoid inhaling fumes from the spill.

If the source is outside, you may be instructed to shelter in place.

## EARTHQUAKE

1. Move away from all glass (this includes windows, glass doors or walls, mirrors, and lighting fixtures).
2. If you are outdoors:
  - a. Find a clear spot away from all buildings, trees, and power lines.
  - b. **DROP** to the ground. Kneeling will help you keep your balance.
  - c. **COVER** your head and neck.
  - d. **HOLD ON.**
3. If you are indoors:
  - a. **DROP** to the ground. Kneeling will help you keep your balance.
  - b. Seek cover under a sturdy desk or table. Do not stand in a doorway, as it may collapse and leaves you open to flying objects. Also avoid stairwells and elevators.
  - c. **COVER** your head and neck.
  - d. **HOLD ON.**
  - e. Do not leave the building until it is safe to do so.
4. Take the following precautions:
  - a. Expect aftershocks. Each time you feel an aftershock, **DROP, COVER, and HOLD ON.**
  - b. If you have been trained in first aid, treat injured people as appropriate until help arrives. Do not move the injured unless there is immediate danger.
  - c. Put out small fires.
  - d. If you smell gas, open windows and doors. Do not use matches, candles, flashlights, battery-powered radios, or anything else electrical.
  - e. Use phones only for immediate emergencies.
  - f. Avoid areas where the building may be damaged. Wait for instructions.
  - g. If fire alarms and sprinkler systems have been installed, expect them to activate.
  - h. Do not flush toilets unless sewer lines are intact.

## UNCOOPERATIVE OR DISRUPTIVE INDIVIDUAL

Call the local emergency number (911). Detail the emergency and give your location.

1. Be aware of uncooperative, disruptive individuals or anyone you sense could cause problems.
2. Remain calm. Do not be confrontational.
3. Do not go into an area or classroom alone with a visitor who makes you feel uneasy.
4. Do not try to be a hero. Do not do anything that will jeopardize your safety or the safety of others.

## ACTIVE SHOOTER

If an active shooter or other assailant enters the building, everyone present should follow the principles found in the Surviving an Active Shooter Incident training.

1. If you can get out of the building:
  - a. **RUN.** Bring people with you if you can, but if they resist, leave by yourself.
  - b. Prevent others from entering the building.
  - c. Call the local emergency number (911). Detail the emergency and give your location.
2. If you can't get out:
  - a. Quickly secure the area by locking and blockading the doors, turning off the lights, and silencing your cell phone.
  - b. **HIDE** behind a large object that will conceal you from view, but make sure you are not trapped. Remain quiet and calm.
3. If you are in immediate danger:
  - a. **FIGHT.** Improvise weapons (chairs, staplers, and so on) to disarm the shooter with.

For additional information on what to do in the case of an active shooter, contact your local priesthood leaders or the Church Security Department, or visit the U.S. Department of Homeland Security's website at [dhs.gov/sites/default/files/publications/active-shooter-how-to-respond-2017-508.pdf](https://dhs.gov/sites/default/files/publications/active-shooter-how-to-respond-2017-508.pdf).

THE CHURCH OF  
**JESUS CHRIST**  
OF LATTER-DAY SAINTS