













<b>Important information</b> <b>DIAL</b> <b>9-911 or 911</b>	Both numbers will connect you to: <b>City of Newport News' Emergency Dispatch Center</b>	If dialed from a land-line phone the following are automatically alerted: <ul style="list-style-type: none"> <li>• Jefferson Lab Security</li> <li>• Occupational Medicine</li> <li>• Other key Jefferson Lab Responders.</li> </ul>	If dialed from a cell phone you will also need to call: <b>Jefferson Lab Security</b> <b>269-5822</b> <b>Cell 342-9868</b>
<b>EVENT</b>	<b>ACTION 1</b>	<b>ACTION 2</b>	<b>ACTION 3</b>
<b>Injury or acute illness</b> 	Call <b>9-911 or 911</b>	<ul style="list-style-type: none"> <li>• Do not move the victim (unless they are in danger)</li> <li>• Administer first aid/CPR if willing and trained</li> <li>• Avoid contact with blood</li> </ul>	<ul style="list-style-type: none"> <li>• Stay with the victim while awaiting emergency responders</li> </ul>
Direct minor injuries to Occupational Medicine (Support Service Center, Bldg 28, Room 22) during regular business hours. Most buildings have one or more first-aid cabinets and AEDs for your convenience. There are pamphlets at these locations to assist you.			
 <b>Fire Alarm</b>	<b>Evacuate to Muster Point</b> (refer to the evacuation map for the location)	<b>Await "All-Clear Notification"</b> From Fire Protection Engineer or Building Drill Coordinator before re-entry.	
 See or Smell Unexplained Odor or Natural Gas	<b>Sound Alarm</b> use the nearest pull box)	 <b>Evacuate to Muster Point</b> (refer to the evacuation map for the location)	 <b>Await "All-Clear" Notification</b> From Fire Protection Engineer or Building Drill Coordinator before re-entry.
 <b>CHEMICAL SPILL</b> <b>OIL SPILL</b>	<b>Evacuate Upwind</b> (keep others away)	Call <b>Jefferson Lab Security</b> 269-5822	Only personnel trained and equipped are permitted to contain and control a spill.
 <b>Suspect Item</b>	<ul style="list-style-type: none"> <li>• <b>DO NOT</b> touch the item</li> <li>• <b>DO NOT</b> change the environment (e.g. turn off lights or open window)</li> </ul>	<b>Back Away</b> (keep others away)	Call <b>Jefferson Lab Security</b> 269-5822
 <b>Bomb Threat</b>	<b>Write Down:</b> <ul style="list-style-type: none"> <li>• Any demands/ instructions</li> <li>• Caller's number if available</li> <li>• Vocal characteristics</li> <li>• Any other relevant details to identify the caller</li> </ul>	Call <b>Jefferson Lab Security</b> 269-5822	Stand by for further instructions from Security or JLab Management
<b>Other Emergency Notifications</b> (via cisco phone system, notification e-mail, outdoor siren, weather alert radio)		(e.g. Off-Site Emergency, Severe Weather Warning, Earthquake) <b>Stay in Building</b> (unless told to evacuate) <b>Abide by Instructions</b> Refer to the evacuation map for appropriate locations	
<b>ODH Alarm</b> or visible plume 	<b>Evacuate to Muster Point</b>	Call <b>Jefferson Lab Security</b> 269-5822	<b>If on the Accelerator Site</b> Call the Crew Chief 269-7045
<b>Radiation Alarm</b> 	If you see a <b>Flashing RED Light</b> and <b>Hear an Audible Alarm</b>	<b>Evacuate to Muster Point</b> (refer to the evacuation map for the location)	<b>If on Accelerator Site</b> Call the Crew Chief 269-7045
<b>Hazardous Machine Operations</b> 	Hit "Push to Safe" <b>RED Button</b>	<b>Evacuate to Muster Point</b> (refer to the evacuation map for the location)	Call the Crew Chief 269-7045
<b>Automobile Accident</b>	If anyone is injured Call <b>9-911 or 911</b>	Call <b>Jefferson Lab Security</b> 269-5822	Call <b>Facilities Management</b> 269-7400
<b>Intruders, Threatening or Abusive Behavior</b> other unauthorized conduct	Call <b>Jefferson Lab Security</b> 269-5822	<b>Protect Yourself to Ensure Your Personal Safety</b> If not imminent danger, report the incident to your lab management ASAP!	
Requests for <b>Jefferson Lab Status</b> , or other information	You are not authorized to provide any information regarding Jefferson Lab status or conditions. <b>Refer Requestor to Jefferson Communications Office 269-7689</b>		