



TEXAS A&M
UNIVERSITY.

EMERGENCY HANDBOOK



EMERGENCY MANAGEMENT
TEXAS A&M UNIVERSITY
MAIL STOP 2302
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EM.TAMU.EDU



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EMERGENCY MANAGEMENT MISSION

The mission of Texas A&M University Emergency Management is to enhance the university's resilience to emergencies through effective mitigation, proactive preparedness, timely response, and coordinated recovery efforts across all main and branch campuses and teaching sites.

We prioritize the safety of our campus community and the continuity of campus operations by strategically planning for, responding to, and recovering from disasters. This includes developing comprehensive emergency plans, conducting regular training and emergency exercises with our

partners, establishing robust communication systems, and providing essential resources and education to our students, faculty, and staff.

We have created this handbook to aid in your preparedness for various emergencies that may arise on campus. It serves as a guide on the appropriate actions to take when encountering an emergency or receiving an emergency notification.

For more information, visit: **em.tamu.edu**.



**TEXAS A&M
EMERGENCY
MANAGEMENT**

TAMU PREPARES



The Emergency Management team wants you to be prepared for any emergency. Follow our social media channels for preparedness tips and information.

 **@TAMUPrepares**

 **@TAMUPrepares**



CODE MAROON

Code Maroon is the official emergency alert system for Texas A&M, designed to communicate urgent information swiftly and effectively.

We strongly encourage all individuals to register for text message alerts through the Code Maroon website. To receive push notifications, please download the Code Maroon app, which offers the following features:

- » Emergency Contacts
- » Mobile Blue Light
- » Friend Walk
- » Safety Toolbox
- » Campus Maps
- » Emergency Procedures

SUBSCRIBE TO
CODE MAROON



WHAT TO DO WHEN YOU GET A CODE MAROON ALERT

- » When you receive a Code Maroon alert, please follow the link provided for further information.
- » Adhere strictly to the instructions given by university and public safety officials.
- » Continue to monitor reliable and official sources, including official Texas A&M communication channels, local television and radio stations, and weather websites, until an “All Clear” message has been announced.

For more information about the Code Maroon system and how to receive messages, visit codemaroon.tamu.edu or scan the QR code on this page.

EMERGENCY BASICS

Be aware of your surroundings.

Situational awareness means being cognizant of your environment and understanding how information, events, and your own actions can impact your safety. This heightened awareness will enhance your capability to protect yourself in current and future situations.

Protect yourself.

Use your best judgment based on the assessment of the situation to safeguard yourself and, if possible, assist others.



Call for help.

In any emergency, emergency services can be reached by dialing 9-1-1.

Follow emergency instructions.

In an emergency, following the directives issued by first responders, public safety personnel, and official university channels like Code Maroon is essential to ensure your safety.

Assist others.

Once you have reached a safe location, please inform others of any potential hazards and provide assistance if doing so does not jeopardize your own safety.

Flags flying on game day, Kyle Field.





IF YOU EVACUATE DUE TO A FIRE,

leave the building
immediately and
do not use elevators.



DO NOT CALL 9-1-1 DURING AN EVACUATION

unless you face an
immediate,
life-threatening
emergency.

*An Aggie Spirit Bus provides
accessibility features
like wheelchair lifts for
passengers with disabilities.*

EMERGENCY ORDERS

During an emergency, officials may issue one of three directives: evacuate, shelter in place, or avoid the area.

EVACUATION

You may be instructed to EVACUATE the premises during some hazardous conditions. Instructions may come from emergency alert systems, university officials, first responders, or other sources.

- » Remain calm but act quickly.
- » Secure your equipment and research in a safe, shutdown condition.
- » If it will not delay your evacuation, take your belongings with you.
- » Alert others as you leave the building.
- » Leave the campus as directed.
- » If you are on foot, take the shortest, most direct route. You may leave campus by vehicle unless otherwise indicated.
- » If possible, Transportation Services will continue to operate their off-campus routes, outbound only.
- » Please note that bus pick-up locations may be altered, and updates will be posted on the emergency website.
- » For Transportation Services Paratransit, please call 979-845-1971.



SHELTER IN PLACE

In certain scenarios, you may be instructed to SHELTER IN PLACE.

Follow these steps if such a directive is given:

- » Go indoors and remain there.
- » Avoid areas with glass or windows.
- » Use your phones, televisions, or radios to monitor for situation updates.
- » Don't make phone calls so lines remain free for first responders.
- » Do not leave your designated shelter until emergency or university officials instruct you to do so.

You may be required to seek or remain in a safe location during incidents involving active threats, severe weather, or hazardous material.

AVOID THE AREA

In some situations, you may be directed to AVOID THE AREA.

This may necessitate finding alternate routes or avoiding certain locations altogether. Follow official communication channels for updates regarding when access to affected areas has been restored.

WHAT'S IN YOUR EMERGENCY KIT?

Building and maintaining an emergency kit is one of the most effective preparedness strategies. You can assemble a comprehensive kit for your dorm or home or opt for a more compact version that fits in a small pouch.

Here's what to include in a large kit:

- Water for 3 days
- Non-perishable food for 3 days
- First aid supplies
- Copies of important papers (physical or digital)
- Medications
- Phone charger
- Spare battery pack
- Multi-tool
- Flashlight and batteries
- Hygiene and cleaning items
- Items for children
- Items for elders
- Items for pets
- Entertainment
- Blankets/warmth
- Pens/paper

For a small kit, consider:

- Spare battery pack
- Phone charging cable
- Flash drive with important documents
- First aid supplies
- Quick snacks



Check and rotate items seasonally to ensure their efficacy.

MYTH ❌**FACT** ✅

COMMON MYTH:
The dispatcher automatically knows your location if you call on a cell phone.

FACT: *The dispatcher may or may not be able to identify your location depending on a variety of factors which is why it is important for you to always confirm your location.*

Texas A&M University EMS ambulance and University Police officers in front of Olsen Field at Blue Bell Park, College Station.



WHAT TO EXPECT WHEN YOU CALL 9-1-1

In the event of an emergency, calling 9-1-1 is a critical step. When you speak to a dispatcher, please keep the following in mind:

Stay calm.

The dispatcher will ask a series of important questions. Each question is designed to gather the necessary information to dispatch the appropriate resources to your location. Even as help is on its way, dispatchers will continue to ask questions to ensure that the responding units have the most up-to-date information.

Stay on the line.

If the situation changes, you can provide the dispatcher with instant updates. If speaking is unsafe for you, remain on the line so the dispatcher can hear what is occurring. Additionally, the dispatcher may provide life-saving instructions, such as performing CPR, using an Epi-pen, or clearing an airway.

You can text.

If speaking is not safe before calling 9-1-1, you may opt to send a text message. It is important to note that while texting 9-1-1 is not universally available, it is operational in Brazos County.

Called 9-1-1 by accident?

If you inadvertently dial 9-1-1, do not hang up before speaking to a dispatcher. It is crucial to inform the dispatcher that there is no emergency.

WHAT TO EXPECT FROM LAW ENFORCEMENT DURING AN ACTIVE THREAT

Law enforcement's top priority is engaging and neutralizing the threat as swiftly as possible. Officers will typically organize into teams and proceed immediately toward the source of distress.

Their primary focus will be on neutralizing the threat, which may result in them exhibiting a lack of familiarity or acknowledgment towards bystanders. To facilitate their efforts, keep your hands visible and follow all instructions.

PERSONAL SAFETY

ACTIVE THREAT

In the event of an active threat, it is vital to remain as calm as possible and remember: RUN. HIDE. FIGHT. // AVOID. DENY. DEFEND.

Run/Avoid

- ✓ If there is a clear evacuation path, leave the area immediately, regardless of whether others choose to evacuate.
- ✓ If it is safe to do so, assist others in escaping.
- ✓ Leave all personal belongings behind and warn those in the area.
- ✓ Once you are safe, contact 9-1-1 and provide them with the necessary information.

Hide/Deny

- ✓ If evacuation or running is NOT feasible, seek a location to hide that is out of the threat's view.
- ✓ Find a place that offers physical protection and avoid trapping yourself or restricting your movement.
- ✓ Lock and/or barricade the door, turn off the lights, silence your cell phone, and remain as quiet as possible.
- ✓ If it is feasible, hide behind large objects.
- ✓ Do NOT open the door for anyone except law enforcement personnel.

Fight/Defend

- ✓ In life-threatening situations, resort to fighting only as a last measure.
- ✓ Attempt to incapacitate the threat.
- ✓ Act aggressively and decisively, using available resources to improvise weapons if necessary.
- ✓ Commit to your actions fully to ensure the best chance of survival.



Active threat situations are inherently dynamic, often evolving rapidly and concluding before law enforcement arrives at the scene. Given that each situation is unique, your response should be guided by the specific circumstances you encounter.

ADDITIONAL RESOURCES

The Texas A&M University Police Department (UPD) provides active threat training and relevant video content. Additionally, you can access preparedness courses for active shooter situations through the Federal Emergency Management Agency or Department of Homeland Security.



TEXAS A&M UPD

BOMB THREAT

A bomb threat is a verbal or written declaration indicating the presence of an explosive or incendiary device intended to inflict injury, loss of life, or property damage.

If you need to evacuate due to a bomb threat:

- » Follow instructions given by officials or communicated via Code Maroon.
- » Remain calm and composed yet act swiftly.
- » Secure equipment and/or research in a safe shutdown mode before leaving.
- » Take your personal belongings with you.
- » Inform others about the evacuation order as you leave.
- » DO NOT activate the building's fire alarm to initiate evacuation.
- » Only call 9-1-1 if there is an immediate, life-threatening emergency.
- » Do not return to the building or campus until an "All Clear" signal has been communicated.

- » If bus routes are altered, updates will be posted to **transport.tamu.edu**.
- » For assistance with evacuation, please contact Transportation Services Paratransit at 979-845-1971.

If You Receive a Bomb Threat

- » Gather as much information as possible from the source, then call 9-1-1.
- » Notify your department head, facility manager, resident advisor, or relevant authority.
- » Evacuate the building only if instructed to do so.
- » Do not return to the building or campus until an "All Clear" is announced.



Only call 9-1-1 if there is an immediate, life-threatening emergency.

A Texas A&M University Police officer speaks to a student next to his cruiser.





Memorial Student Center.

CONCERNING BEHAVIOR

In the aftermath of a tragic event, individuals often come forth with information regarding behaviors or observations that could have signaled a larger issue, possibly preventing the incident or assisting someone in need.

Texas A&M is dedicated to a proactive approach and requires your support in this initiative.

If you observe any behavior that causes concern, please visit the Tell Somebody website and provide detailed information using the report form. Anonymity is an option when reporting. The report is directed to the Special Situations Team, composed of faculty and staff who are tasked with supporting students, faculty, and staff exhibiting concerning behaviors.

Examples of concerning behaviors may include, but are not limited to:

- » Emotional outbursts
- » Violent reactions
- » Property destruction
- » Overreactions to situations
- » Verbal or written threats
- » Expressions of hopelessness or suicidal thoughts
- » Isolation or pulling away from friends and family



TELLSOMEBODY

It is important to understand how to Recognize, Respond to, Refer and Report concerning behavior as a proactive approach in supporting campus safety efforts. Visit tellsomebody.tamu.edu.

FIRE

Fires can occur in or near any campus facility. It is critical to recognize and mitigate fire hazards, familiarize yourself with your building's emergency action plan, participate in evacuation drills, and know the appropriate steps to take when you hear a fire alarm or discover a fire.

If the fire is inside:

- » Remain calm.
- » Activate the nearest manual pull station if the building's fire alarm is not already sounding.
- » If you see a small fire and are trained to do so, use a portable fire extinguisher to attempt to put it out.



Call 9-1-1 for immediate help in case of police, fire or medical emergencies.

If you cannot extinguish the fire:

- » Evacuate the building in an orderly manner using the stairwells and avoid elevators.
- » Assist individuals with functional and access needs to evacuate or find refuge areas.
- » Call 9-1-1 and provide the requested information.
- » Go to the designated gathering area.
- » Do not re-enter the building until you receive an "All Clear" from authorized personnel.

If the fire is outside:

- » Call 9-1-1 and provide the requested information.
- » Only activate nearby building fire alarms if there is a direct danger to occupants.
- » Stay away from the affected area until an "All Clear" is given by authorized personnel.

What if I can't evacuate?

- » If you are unable to evacuate, look for a room with a window as far away from the fire as possible and signal for help.
- » Remember that breaking a window can worsen the fire situation, so only do so as a last resort to escape.
- » Remain calm.
- » Seal the room to the extent possible. Use wet cloths to block any spaces around doors and to cover air vents.
- » Stay as low as possible to avoid smoke inhalation.
- » Call 9-1-1 and provide the requested information.
- » If possible, hang something in a window to indicate your location.



Students walk by the Century Tree, a live oak located on the Academic Plaza of Texas A&M University. It is one of the university's most well-known icons.

GAS LEAKS

Natural gas leaks are dangerous, as they can explode when exposed to flames or sparks. If you suspect a gas leak, report it immediately.

If you smell rotten eggs or sulfur, or if a gas monitor alarm sounds and displays "GAS":

- » Evacuate and secure the area.
- » Warn others in the immediate vicinity.
- » Call the Facilities Services Communications Center at 979-845-4311 and answer their questions.
- » Notify your department head, facility manager, resident advisor, or other relevant individuals.

If there is a major gas leak such as a pipeline break:

- » Follow the steps to the left.
- » Eliminate any ignition sources, such as cigarettes and electrical equipment.
- » Meet with emergency responders when they arrive.
- » Do not return to the building or area until it has been cleared by authorized personnel.



Natural gas is naturally odorless and colorless, so mercaptans are added to give it a distinctive smell.



To report hazardous or chemical spills during business hours, call Environmental Health & Safety at 979-845-2132 for assistance.

For after-hours support, contact the Facilities Services Communications Center at 979-845-4311.

CHEMICAL SPILLS

We use products containing hazardous chemicals in our homes and university research settings. If misused or handled recklessly, these chemicals can cause property damage, serious injury, long-lasting health effects, and death.

In the event of a spill or release:

- » Isolate and secure the area.
- » Warn others.
- » Depending on the hazard, attempt cleanup if you are trained and possess the appropriate personal protective equipment.
- » Meet with emergency responders when they arrive.



Never wash spilled materials into storm drains.

HAZARDOUS MATERIALS RELEASE

Hazardous materials include explosives, flammable and combustible substances, poisons, and radioactive materials. Many products containing hazardous chemicals are used and stored in homes regularly, and in a university research setting, these materials are handled daily.

In the event of a release:

- » Seek safe shelter indoors.
- » Follow instructions from official sources.
- » Close any vents or inlets that reach the outside and turn off ventilation systems if possible.
- » Choose a room that can be easily sealed. If possible, ensure you have access to a water supply and bathroom.
- » Hold a wet cloth loosely over your nose and mouth if you smell gas or vapor and breathe through it as normally as possible.
- » Be prepared to evacuate if instructed to do so.



POISON

Poisonous materials can be present in various common household items, laboratory reagents, and chemicals.

Given that poisons react differently to various treatments, should you suspect that you or someone else has been poisoned through ingestion, inhalation, or skin exposure:

- » Try to identify the poisoning agent.
- » Call 9-1-1 -OR- call the Poison Control Center Network at 800-222-1222 for specialized first aid instructions.



Stay calm. Do not wait for signs of poisoning before calling Poison Help.

Make sure to have the container of the product you think caused the poisoning nearby. The label has important information.



Stay informed by listening to official weather sources and local news stations.

THE THORGUARD LIGHTNING PREDICTION SYSTEM

sounds outside on campus when conditions are favorable for lightning. Seek shelter when this occurs.



Move indoors and stay away from windows during a hail storm to avoid injury from flying debris or shattered glass.

SEVERE THUNDERSTORMS

Thunderstorms can bring various dangers, such as lightning, hail, and tornadoes.

During a thunderstorm:

- » *When Thunder Roars, Go Indoors*^{®*}
- » Avoid using electronic devices connected to outlets.
- » Avoid running water.
- » Report any downed power lines immediately to 9-1-1.
- » Be mindful of the potential for flooding and flash flooding.
- » If you are driving, *Turn Around Don't Drown*^{®*}. A few inches of water can knock you down or sweep your vehicle away.

**When Thunder Roars, Go Indoors[®] and Turn Around Don't Drown[®] are registered trademarks of the National Weather Service to promote lightning and flood safety, respectively.*

When lightning is in the area:

- » Cease outdoor activities and seek shelter inside a sturdy building or closed vehicle.
- » Avoid open areas, elevated ground, open vehicles, and places near water, trees, metal fences, overhead wires, and power lines.
- » Do not shelter under a tree.
- » Avoid using radios or cell phones.
- » If you are home, refrain from taking a shower or bath.
- » Follow the 30/30 lightning safety rule: Go indoors if, after you see lightning, you can't count to 30 before you hear thunder. Stay inside for 30 minutes after the last clap of thunder.

When hail is likely:

- » Seek shelter immediately in an interior hallway or room away from windows.
- » Hail of any size can be even more dangerous in high winds.

TORNADOES

Tornadoes can occur at any time of the year and are usually associated with severe weather, often with little or no advance warning.

If a tornado warning is issued:

- » Go to the lowest floor of the building
- » Stay away from doors, windows, and exterior walls.
- » Move to an interior hallway or small room, such as a bathroom or closet.



Once you are in a safe location, tune in to official weather sources for updates.

After a tornado:

- » Check yourself and those around you for injuries.
- » Call 9-1-1 ONLY to report a life-threatening emergency.
- » Leave the building if you smell gas or hear a hissing sound indoors.
- » Evacuate damaged buildings, and don't go back until they are deemed safe by authorized personnel.
- » Follow all instructions from public safety officials.
- » Continue to monitor official news sources for updates.

Sunset following a day of storms over the Academic Building, Texas A&M University campus.



A WATCH
means severe weather is possible.

Remain alert, watch the sky, and tune in to official weather channels, local media, or commercial radio for more information.



A WARNING
means severe weather is occurring or imminent.

Take shelter immediately.



The Century Tree, covered in snow, is located near the Academic Building.

WINTER WEATHER

Winter weather can involve freezing temperatures, rain, ice, heavy snow, and blizzards. These events usually come with 12 to 48 hours of notice.



During extreme cold:

- » Bring pets and sensitive plants indoors.
- » Prepare emergency supplies, including non-perishable food and water, and keep an updated first aid kit.
- » Ensure you have warm clothing and blankets.
- » Charge electronic devices in advance and have multiple ways to receive weather updates.
- » Use alternative heat sources safely and ensure proper ventilation.
- » Avoid travel if possible; if you must travel, check road conditions and allow for extra time.
- » NEVER use a generator or an unvented fuel-burning appliance indoors or in any enclosed space, as this can be deadly.
- » If you must go outside, limit your time outdoors, wear layers, and stay dry.



Report any downed power lines immediately to 9-1-1.

EXTREME HEAT

High temperatures and high humidity can be dangerous for anyone working, exercising, or gathering outdoors. It is important to be aware of heat stress, recognize the signs of heat-related illness, and know how to stay safe in hazardous heat conditions.

During extreme heat:

- » Stay indoors as much as possible.
- » Drink plenty of fluids and seek shade if you must be outside.
- » NEVER leave people or pets in a closed car.
- » Wear loose, lightweight, and light-colored clothing.
- » Avoid high-energy activities or outdoor work during the hottest parts of the day.
- » Check on friends, family, and neighbors to ensure they are safe.
- » Remember: If it's too hot for you, it's too hot for your pet.

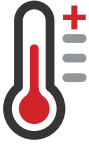
Heat exhaustion signs:

- » Heavy sweating
- » Pale or clammy skin
- » Fatigue
- » Weakness
- » Irregular pulse
- » Headache
- » Dizziness or fainting
- » Nausea or vomiting

Heat stroke signs:

- » Extremely high body temperature (oral read over 103 degrees Fahrenheit)
- » Muscle pains or spasms in the stomach, arms, or legs
- » Red, hot, dry skin with no sweating
- » Rapid, strong pulse
- » Dizziness, confusion, or unconsciousness

If you experience a heat-related illness, immediately get out of the heat and into a safe place. For medical emergencies, including heat stroke, call 9-1-1.



No specific temperature guarantees you will not experience heat stress; however, the higher the temperature and humidity, the greater the risk of heat-related illness.



TEXAS A&M
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IMPORTANT CONTACT INFORMATION

Police, Fire, and Medical Emergencies
9-1-1

University Police Non-Emergency Line
979-845-2345

University EMS Non-Emergency Line
979-845-1525

University Health Services (Beutel)
979-458-8316

**Facilities Services Communications
Center**
979-845-4311

Poison Control Center
800-222-1222

City of College Station Dispatch
979-764-3600

City of Bryan Dispatch
979-361-3888

Brazos County Dispatch
979-361-3888

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