

HAMILTON COLLEGE FIRE SAFETY PLAN

EMERGENCY COMMUNICATIONS

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| <ul style="list-style-type: none">➤ Report fires or other emergencies to Campus Safety by:<ul style="list-style-type: none">• Calling x4000/911 by campus phones or 315-859-4000 by cell• Calling 911 by cell to reach Oneida County Emergency Dispatch• Manually engaging a fire alarm pull station | <ul style="list-style-type: none">➤ Emergency information may be communicated to you by:<ul style="list-style-type: none">• Building-based fire alarm horns, visual strobes or voice commands• Reverse 911 notifications (by email, office phone, home phone, cell phone, text message) or the emergency outdoor warning system |
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FIRE EMERGENCY

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| <ul style="list-style-type: none">➤ If your evacuation route is clear and unobstructed...<ul style="list-style-type: none">• Alert others in the vicinity of the fire verbally and/or by engaging a fire alarm pull station, and evacuate through your nearest exit/exit stairwell by walking quickly.• Do not run and do not use elevators during a fire evacuation.• Confine the fire (if and when you can) by closing doors and windows as you evacuate.• If you encounter smoke or heat while evacuating, stay as low to the floor as possible.• Report to your muster point upon exiting the building, or your assembly point if directed to do so by your Building Coordinator, CA or Campus Safety.<ul style="list-style-type: none">○ Special Note—fire extinguishers should only be used by trained and authorized personnel, and are never recommended for uncontrolled fires. | <ul style="list-style-type: none">➤ If your evacuation route is obstructed...<ul style="list-style-type: none">• Retreat to a safe area and shelter-in-place.• Seal the area under/around your door with clothing to minimize smoke intrusion. If fire sprinklers are present and working, let them perform their function.• Notify Campus Safety of your location by phone, or verbally announce your location through an open window at regular intervals. Otherwise keep windows closed so as not to draw the fire towards your location. |
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MEDICAL EMERGENCY

- **Check**—Check and assess the injured victim, and protect him/her from further injury. Assist with the use of safety equipment (safety showers, eyewashes) as needed. Remove any persistent threat to the victim, but do not move him/her unless absolutely necessary.
- **Call**—Notify Campus Safety. Be sure to provide information regarding location and the extent of the injury.
- **Care**—Provide 1st Aid/CPR/AED care only if you have the appropriate training. Otherwise comfort the victim until help arrives.

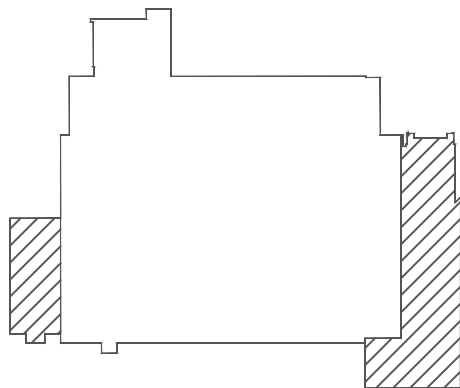
LAW ENFORCEMENT EMERGENCY

- **Run**—Protect yourself (and others if you are able) from any active threat. Once you are safe call Campus Safety (315-859-4000) or 911.
- **Hide**—If escape is not possible, find a place to hide and block doors, avoid windows and silence your cell phone.
- **Fight**—Only as a last resort if your life is in imminent danger.

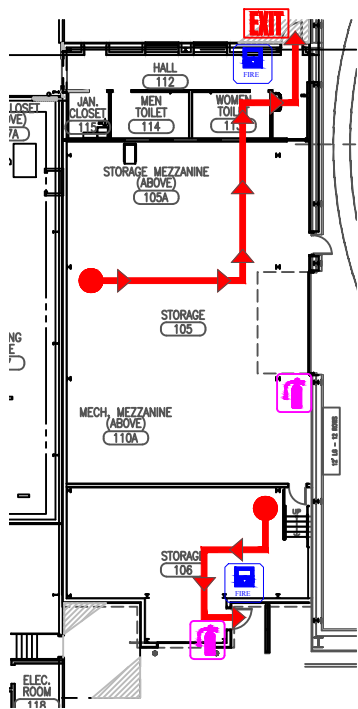
OTHER INFORMATION SOURCES

Visit the website below for additional emergency planning and preparedness information:

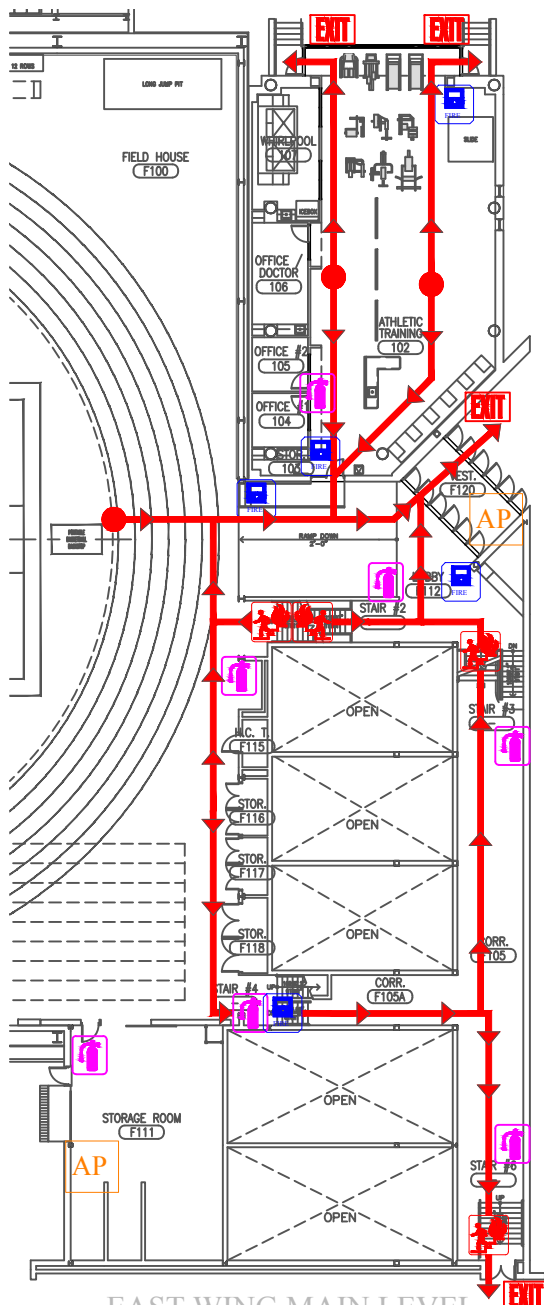
<https://www.hamilton.edu/emergency-planning-and-procedures>



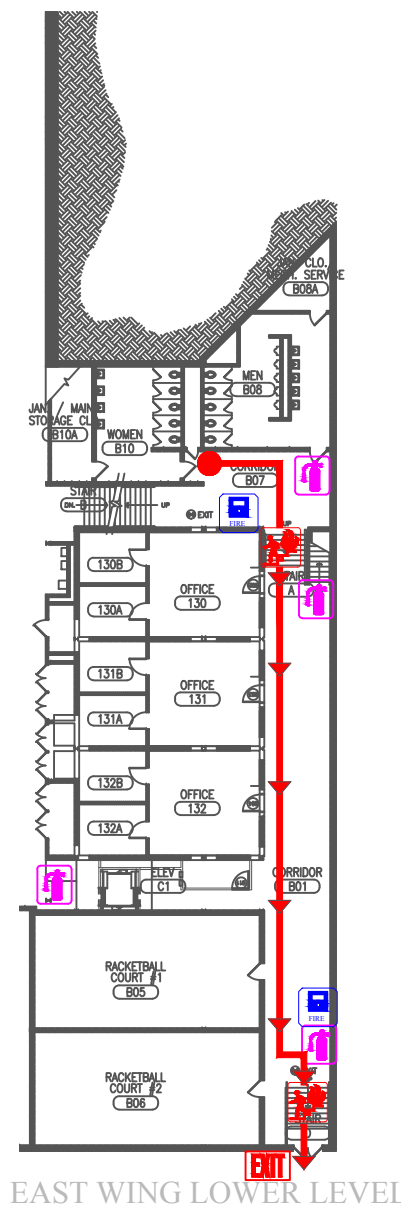
Key Plan



WEST WING STORAGE



EAST WING MAIN LEVEL



EAST WING LOWER LEVEL

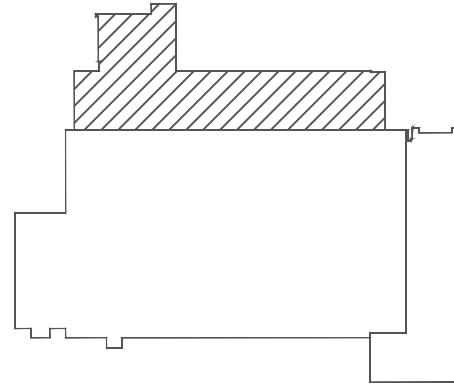


Legend

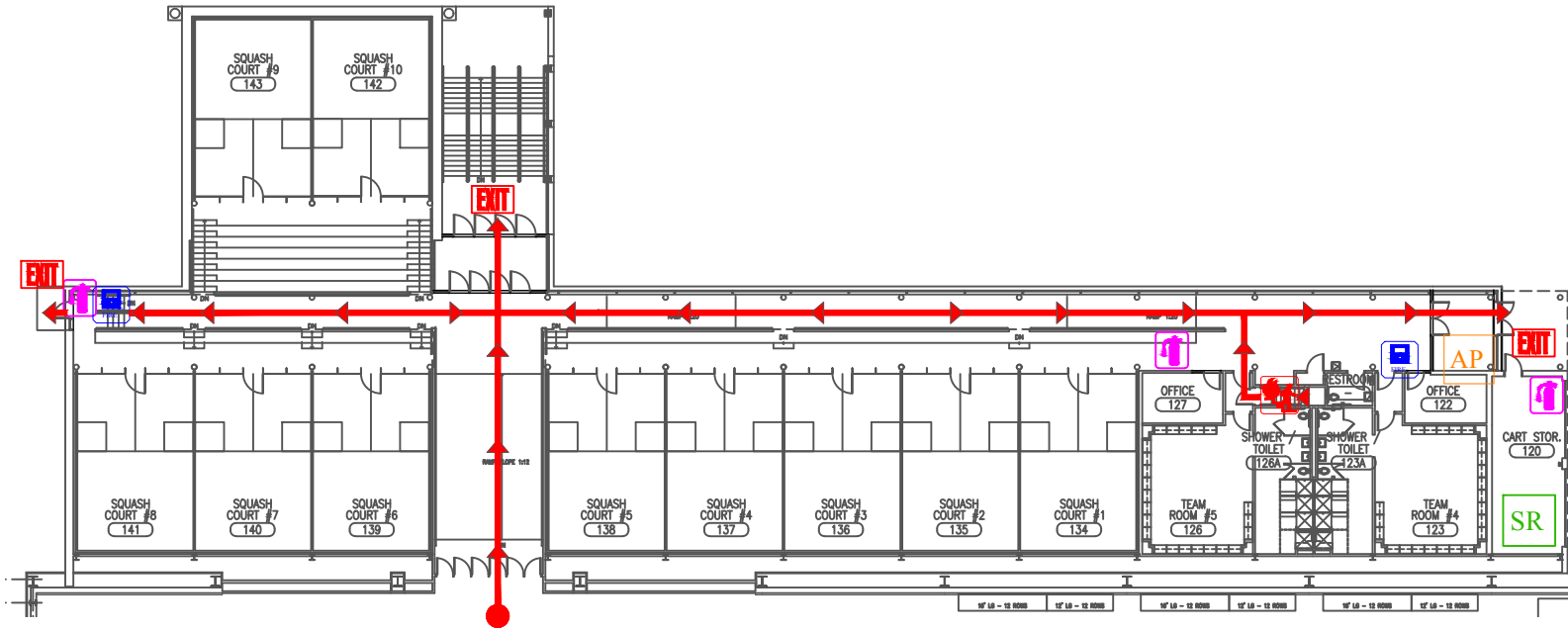
-  Evacuation Route
-  Stair Evacuation Route
-  Fire Alarm Pull Station
-  Fire Extinguisher
-  Emergency Fire Exit
-  Annunciator Panel



East & West Wings / Offices, Courts & Storage



Key Plan



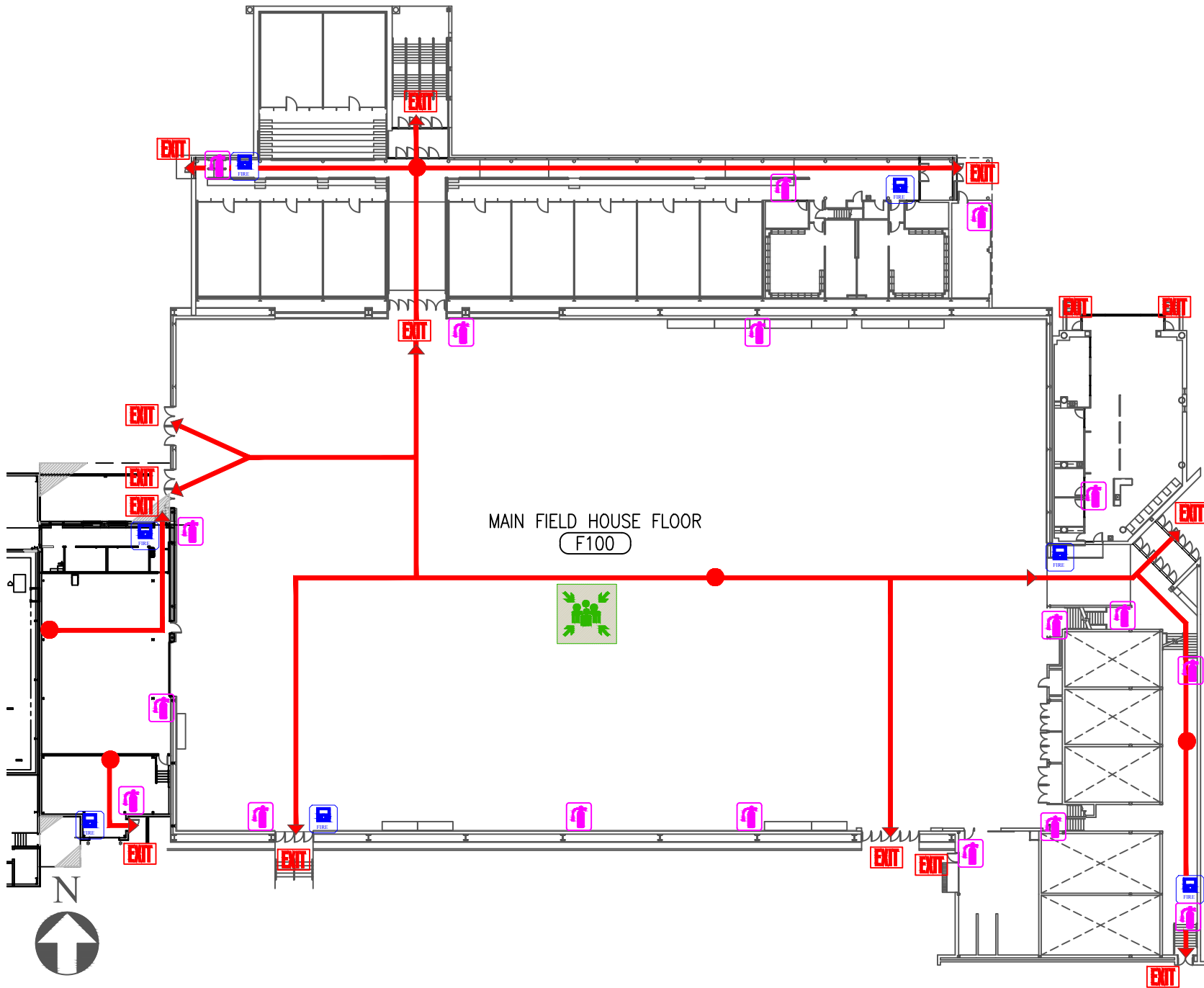
Legend

-  Evacuation Route
-  Stair Evacuation Route
-  Fire Alarm Pull Station
-  Fire Extinguisher
-  Emergency Fire Exit
-  Annunciator Panel
-  Sprinkler Room

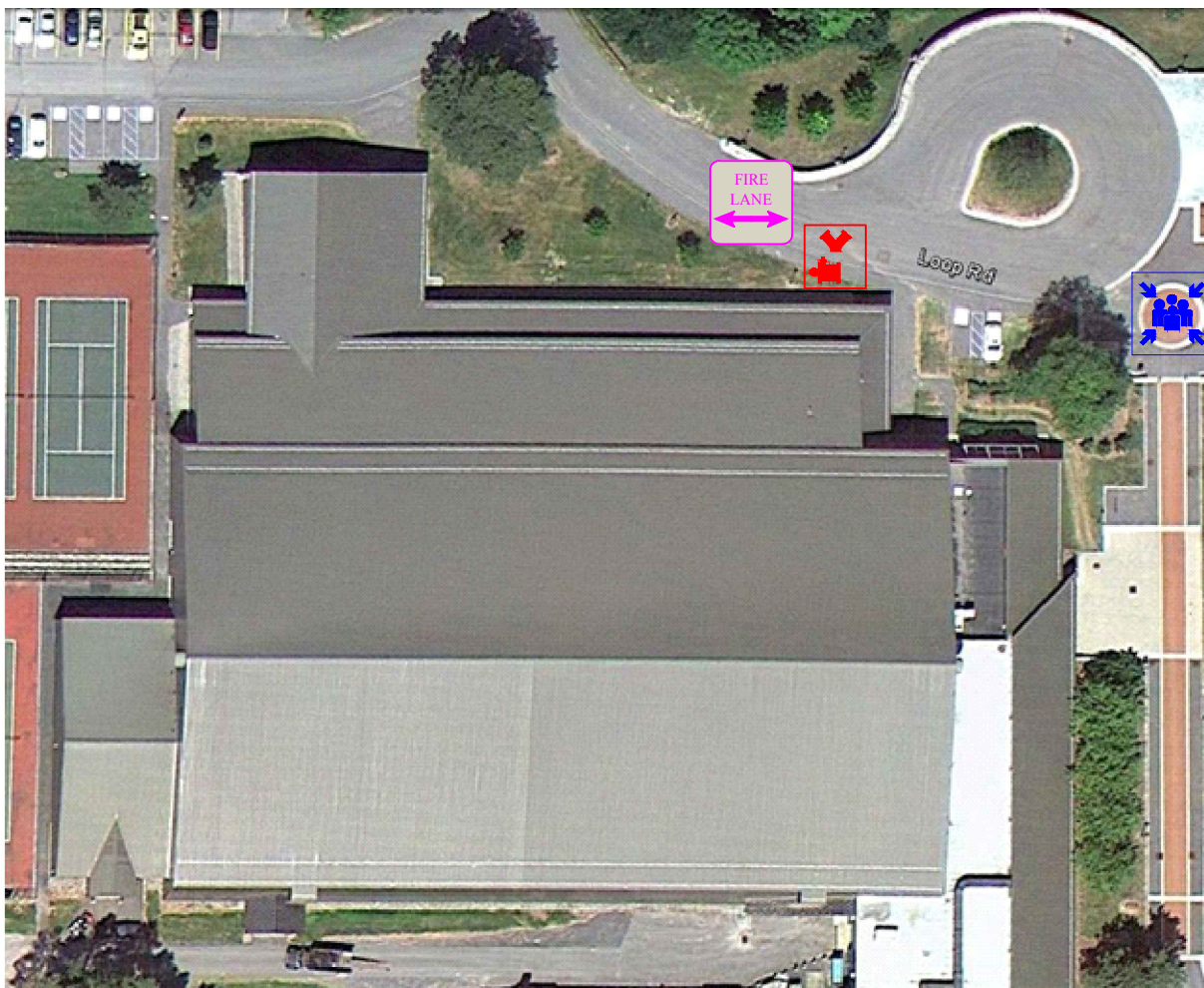
Little Squash Center

Legend

-  Evacuation Route
-  Stair Evacuation Route
-  Fire Alarm Pull Station
-  Fire Extinguisher
-  Emergency Fire Exit
-  Public Assembly



Field House and Little Squash Center



SCOTT FIELD HOUSE (43 MARTIN'S WAY) & LITTLE SQUASH CENTER (46 LOOP ROAD)		
Building Coordinator	Muster Point	Primary Assembly Point
Scott Siddon	Loop Road circle	Commons Dining Hall
Fire Safety System Info	Limited Fire Sprinklers, Monitored Smoke/Heat/Carbon Monoxide Detectors	
Special Fire Safety Notes	Fire sprinkler system is limited to the Little Squash Courts area only.	



Legend



Fire Dept.
Connection



Muster
Point



Fire Dept.
Access Route

Site Plan