

---

**Procedure:** Emergency Procedures

**Reference No.:** 4.8

**Authority:** College President

**Cross Reference:** Policy 1.2

**Approved:** May 3, 1995

**Revised:** March 31, 2009

---

The following is the procedure to be followed for an emergency situation on campus.

1. A call should be placed activating the 911 system for any emergency event on campus.
2. Broome County Communication will dispatch Campus Safety to the scene.
3. Additional back-up or support (Ambulance, other Law Enforcement, or Fire Department) is dispatched as needed.
4. Campus Safety will contact all other Offices as needed (i.e. President, VPAFA, VPSA, Student Health Services, Counseling Center, etc.).