

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