INTRODUCTION

Emergencies and disasters are unpredictable and often strike without warning. It is essential that all NDC faculty, staff, students, and visitors respond quickly and appropriately to emergency situations in order to reduce the risk of injury and property damage. This manual provides essential information to guide you in reacting to various emergencies. It is a quick reference to inform you what steps to take and what actions will be implemented should an emergency situation arise.

EMERGENCY PHONE NUMBERS

NDC Police and Security Services 373-5288/5212

South Euclid Police 381-1234

Police/Fire/Ambulance Emergency 9-911

The 9-1-1 emergency system can be accessed from office and dormitory phones by dialing 9 prior to 9-1-1. If you do call 9-1-1 for an emergency, please also call NDC Police/Security at extension 5212 immediately afterward. This will allow officers to meet, coordinate with, and direct emergency officials for the incident. If you cannot reach NDC Police/Security for some reason, call 9-1-1.

When dialing 9-1-1 from a cell phone, you will be talking to the Cellular Emergency Communications System (CECOMS). This is a State agency in Cleveland which answers all cell phone emergency calls. Tell the CECOMS operator that you want the South Euclid Police and Fire Department. Make sure they understand the city and department. In the event you are connected to a different city department (Independence, Parma, Chardon, etc.) tell the dispatcher your name, location (include the city) and nature of the emergency. Help will still be on the way.

* Do not attempt to dial 9-1-1 from the outdoor campus phones; they are not connected to the 9-1-1 emergency system!