

EMERGENCY INSTRUCTIONS FOR SINGLE STUDENT RESIDENCE HALLS

All students will be alerted by the residence hall staff to make preparations for a hurricane or other emergency situation. Students are requested to keep their radios tuned to WRUF FM 103.7, WRUF AM 850, or WUFT FM 89.1, and their televisions tuned to WJCB TV 20 on Cox Cable channel 7 for local advisories and general information and to check the Department of Housing and Residence Education website at <www.housing.ufl.edu>, and UF website <www.ufl.edu> for real time updates. The following procedures are recommended in order to provide the maximum amount of safety and protection for those students residing in our residence halls.

PREPARATION BEFORE THE HURRICANE OR OTHER EMERGENCY

1. All furniture including beds should be pulled away from the windows whenever possible. Stereo equipment, TVs and radios should be placed off the floor, preferably in a closet. All electrical items should be unplugged, except refrigerators.
2. Since the floors can get wet, all articles such as shoes, rugs, clothes, bags, suitcases, etc., should be placed off the floor on closet shelves or in dresser drawers.
3. All loose objects should be placed in drawers or closets. Papers, books, etc., should not be left on the tops of desks or dressers.
4. Valuables (stereos, TVs, etc.) should be placed in closets or dresser drawers. All doors should be locked when the occupants are not in the room or apartment.
5. During the peak of the storm, electronics including computers and televisions should be disconnected from electric outlets, cable TV jacks, and DHNet jacks, and elevated above floor level.
6. Make sure all windows are closed tightly. Do not open or “crack” windows in attempt to “equalize” or “balance” pressure within the room or building. Opening windows does not help with pressure. This only creates additional forces inside the building which can lead to structural damage. Open all blinds (regardless of style) and curtains. This is to permit as much light as possible to enter the room in the event of a power loss and to minimize damage should window breakage occur. Do not tape windows or modify or cover windows in any manner without permission from Residence Hall Staff. **Special Note to Residents in Apartments:** In the event that winds are predicted to reach tropical storm force, 39 mph or greater, residents are directed to remove any items away from under windows as a precaution against water leaks.

7. Any student who owns a car should see that the emergency brake is set and in reverse gear or park if automatic shift. All windows should be closed and the car locked. All cars must remain in assigned parking areas.
8. Each student should provide his/her own flashlight in case of power failure. Do not use candles under any circumstances; fire is uncontrollable during a hurricane.
9. Students should provide themselves with snack type food items, such as crackers, cookies, peanuts, etc. (See item 6 in next section for food service information.)

PROCEDURES DURING THE HURRICANE

1. It is essential that all residents stay indoors throughout the entire hurricane or other emergency situation. Residents must not leave their living units until directed to do so by the residence hall staff. During the peak of the storm, for maximum protection, residents should close room and/or bedroom doors and remain in the hallways.
2. Students should remain away from danger areas, such as the glass windows and doors in the lobby areas of the halls or the living rooms of the apartments.
3. Students should not attempt to open windows or doors to see what is happening outside.
4. Report all accidents, injuries, broken windows or excessive water to the Resident Assistant, Graduate Hall Director, Residence Director, or Residence Life Coordinator
5. Cell phone calls should be made only in case of emergency, such as those mentioned in item #4.
6. Whenever possible food service facilities will be open within the residence areas. Housing units not having food service facilities will be provided food if the emergency period extends beyond 24 hours. Students are encouraged to provide for their own food requirements for the initial period of the emergency, usually three days.

If everyone remains calm, stays inside and observes all of the above instructions and precautions, the danger will be minimized.

Revised August 28, 2008
(All Shared\DOH Manuals\RA-GHD Manual)
Section VI – Emergency Procedures\HurricanePreparation

EMERGENCY INSTRUCTIONS FOR GRADUATE and FAMILY HOUSING APARTMENTS

All students will be alerted by the Village staff to make preparations for a hurricane or other emergency situation. Residents are requested to keep their radios tuned to WRUF FM 103.7, WRUF AM 850, or WUFT FM 89.1 and their televisions tuned to WCJB TV 20 on Cox Cable channel 7 for local advisories and general information and to check the Department of Housing and Residence Education website <www.housing.ufl.edu>, and UF website <www.ufl.edu> for real time updates. The following procedures are recommended in order to provide the maximum amount of safety and protection for those residents residing in our Graduate and Family Housing apartments.

PREPARATION BEFORE THE HURRICANE OR OTHER EMERGENCY

1. All furniture including beds should be pulled away from the windows whenever possible. Stereo equipment, TVs and radios should be placed off the floor, preferably in a closet. All electrical items should be unplugged, except refrigerators.
2. Since the floors can get wet, all articles such as shoes, rugs, clothes, bags, suitcases, etc., should be placed off the floor on closet shelves or in dresser drawers.
3. All loose objects should be placed in drawers or closets. Papers, books, etc., should not be left on the tops of desks or dressers.
4. Valuables (stereos, TVs, etc.) should be placed in closets or dresser drawers. All doors should be locked when the occupants are not in the apartment.
5. During the peak of the storm, electronics including computers and televisions should be disconnected from electric outlets, cable TV jacks, and phone/modem jacks and elevated above floor level.
6. Make sure all windows are closed tightly. Do not open or “crack” windows in attempt to “equalize” or “balance” pressure within the room or building. Opening windows does not help with pressure. This only creates additional forces inside the building which can lead to structural damage. Open all blinds (regardless of style) and curtains. This is to permit as much light as possible to enter the room in the event of a power loss and to minimize damage should window breakage occur. Do not tape windows or modify or cover windows in any manner without permission from Residence Hall Staff.
7. Any student who owns a car should see that the emergency brake is set and in reverse gear or park if automatic shift. All windows should be closed and the car locked. All cars must remain in assigned parking areas. In the event that winds are predicted to reach tropical storm force, 39 mph or greater, residents are directed to remove any items away from under windows as a precaution against water leaks.

8. Each student should provide his/her own flashlight in case of power failure. Do not use candles under any circumstances; fire is uncontrollable during a hurricane.

9. Residents should provide themselves with necessary food items for a three day period. Items that do not require cooking or refrigeration are usually best.
10. Residents should store water. Use water jugs or bottles for drinking water. Fill the bath tub for water to flush your toilet. Your water supply should be enough for at least a 72 hour period.
11. Much of the danger to housing facilities is caused by flying objects picked up by the wind. Please bring into the apartment all types of plants, grills, trash cans and any objects that are moveable.
12. Take necessary precautions to insure at least a week's supply of needed medications and proper emergency storage alternative (i.e., ice chests, etc.).
13. If there is a need to vacate a graduate & family housing area, Village staff will direct residents to an alternate site for safety.

PROCEDURES DURING THE HURRICANE

1. It is essential that all residents stay indoors throughout the entire hurricane or other emergency situation. Residents must not leave their living units until directed to do so by the Village staff. During the peak of the storm for maximum protection, residents should close room and/or bedroom doors, and remain in the hallways, or the very center of the apartment.
2. It is important to remain away from glass windows and doors.
3. Residents should not attempt to open windows or doors to see what is happening outside. Your battery-operated, portable radio is your best information source.
4. Report all accidents, injuries, broken windows or excessive water to the Residence Director, Resident Manager or Community Assistant.
5. Telephone and/or cell calls should be made only in case of emergency, such as those mentioned in item #4.

If everyone remains calm, stays inside and observes all of the above instructions and precautions, the danger will be minimized.

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