

In an emergency, know what to do!

Regardless of the situation

- Stay calm and vigilant.
- Stop all activities safely.
- Ensure your own safety.



Emergency 911


**Cégep de Jonquière
Security 7611**

Suspicious Objects : use a landline phone.

If you do not have access to a phone,
ask for help ask a person to call or
trigger an alarm from a manual fire alarm.




Fire

- Pull the alarm from a manual fire alarm.
- Close doors and windows to prevent the fire from spreading.
- Keep yourself and others away from the danger.
- Notify emergency services. 
- Wait for instructions from the authorities before taking any further action.



Bomb Threat

If you receive a call :




- Note the telephone number, if possible.
- Listen carefully and do not interrupt the speaker.
- Ask the caller to repeat, use the pretext of hearing difficulties.
- Encourage the speaker to continue the conversation.
- Try to get as much information as possible.
- Record all details.
- Notify emergency services. 

If it is another form threat (letter, email, etc.) :

- Do not handle the object.
- Notify emergency services. 
- Wait for instructions from the authorities before taking any further action.



Suspicious Objects

- Avoid touching any suspicious objects.
- Keep yourself and others away from the object from a radius of 30 meters.
- Leave the area and close doors behind you.
- Alert the people you encounter.
- Avoid the use of any wireless communication devices.  
- Using a **landline**, advice emergency services. 
- Wait for instructions from the authorities before taking any further action.



Earthquake

- Stay where you are.
- Secure objects or hazardous materials.
- Stay 6 to 10 meters away from windows.
- Seek shelter under a table or desk.
- In the absence of solid furniture, lean against the wall and protect your head and neck.
- Wait for instructions from the authorities before taking any further action.




Medical Emergency

- Notify emergency services. 
- Apply appropriate first aid.



Any Other Emergency Situation

- Alert others.
- Remove people from danger.
- Notify emergency services. 





Evacuation

Pre-alarm (short and repeated ringing) :

- Locate the nearest exit.
- Take charge of visitors.
- Secure hazardous materials or facilities.
- Close doors and windows.
- Take your personal belongings.
- Report to authorities those needing assistance.
- Wait for the general alarm before evacuating.

General alarm (continuous ringing) :

- Leave the area, carrying your personal belongings.
- Close the door and windows in the room.
- Keep right in the corridors and stairwells.
- Leave the building, walking towards the nearest safe exit.
- Do not retrace your steps.
- Do not use elevators.
- Gather at the indicated rallying points.
- Wait for instructions from the authorities before taking any further action.



Rallying Points

Monday to Friday 8 am to 4 pm

Pavilion Gérard-Arguin

Wing 100 : door C (P18.1, reception and security desk)

Wing 200 : door P23.1 (swimming pool hallway)

Wing 300 : door P30.1 (entrance Francois-Brassard, rue St-Hubert)

Wing 400 : door P65.1 (close to the Nursing laboratory)

Wing 500 : door A (P52.1 entrance General Direction rue St-Hubert)

Wing 600 : door G (P63.0, entrance rue Mgr. Bégin)

Library : door P43.1 (external stairwell)

Pavilion Saguenay

Door B (P12.1, main entrance, rue St-Hubert)

Pavilion Joseph-Angers

Door P88.1 (entrance rue de la Fabrique)

Pavilion Manicouagan

Door K (P75.1, main entrance)

Pavilion Piekouagami

Pavilion Paul-Arthur Fortin Parking

Pavilions Lionel-Gaudreau and Paul-Arthur Fortin

Pavilion Gérard-Arguin west side parking

Experimental Centre

Door T (P120.1 main entrance, rue Panet)

Monday to Friday 4 pm to 8 am, weekends and holidays

Pavilions Gérard-Arguin and Saguenay

Door C (P18.1, reception and security desk)



Your Responsibilities

What you need to do to be prepared for an emergency :

Visit the website :

- For anyone needing assistance.
- To learn more about your role and individual responsibilities.
- If you are a person in charge of an activity, know your responsibilities.

- Keep your room/office free of waste.
- Do not obstruct doors, hallways or exits.
- Report to the Pavilion's reception any dangerous or abnormal situation.
- Know emergency procedures.
- Know the issues.
- Inform your substitute of your role and responsibilities for emergency measures.

