

SAFETY AND SECURITY
Contacts and Procedures for the University Libraries Staff

EMERGENCY: **IMMEDIATELY CALL UNIVERSITY POLICE,**
campus phone extension 2222 (or 645-2222 or 829-2222)

If walking on campus and have no phone access, seek a
Blue Light phone which ties directly into the University Police.

If a call regards a library situation, **inform the Circulation Staff**
that the call has been made, so they can direct University Police to the
site of the incident. Circulation staff will **not** respond to or manage the
incident themselves.

Move to a safe place, if possible

Example: personal threats, violent acts, injuries, urgent medical
situations.

If **EVACUATION** is in order, pull the **FIRE ALARM**.

Examples: bomb threat, fire, hazardous/toxic spills.

ROUTINE: Inform Ken Hood at 645-2814 ext. 428 or email kenhood@buffalo.edu
of routine or longer-term safety or security concerns.

12/18/08