



EVACUATION

If an evacuation is necessary during your stay at Carleton University, it's crucial to follow the instructions of the university security staff closely. Campus security responds to fire alarms and assists the Ottawa Fire Services upon their arrival.

If you are in danger or witness a situation that requires immediate attention, call 911.

If a fire alarm goes off:

1. All occupants must evacuate the building and proceed to the designated safe areas indicated on the board and the map provided in this document. Safe areas vary depending on your building.
2. Follow the emergency exit signs to leave the building. Do not use the elevators.
3. Once you reach the safe area, wait for instructions from campus security or the Ottawa Fire Services.
4. Stay alert to security personnel, who will inform you when the evacuated building is secure and accessible again. Even in the case of a false alarm, you must wait for permission from the fire services to return to the building.
5. Once the area has been secured, you will be able to access the instructions/information from the organizing committee by clicking the 'Infos-URGENT-Challenge' button (scan the Challenge QR code).

NOTE: At any time, you can access this page by scanning the QR code available on all challenge displays. It is highly recommended to scan this code upon your arrival and to save this link as a shortcut for immediate access.



CARLETON UNIVERSITY EMERGENCY PROCEDURES



CARLETON UNIVERSITY EMERGENCY PROCEDURES

ON-CAMPUS: 613-520-4444, Ext. 4444 (from any campus phone) - OFF-CAMPUS: 911
EMERGENCY NOTIFICATIONS: Carleton Mobile App, Email and Computer

MEDICAL EMERGENCY



- Call Campus Safety Services at ext. 4444 or 613-520-4444
- Provide the location of incident, nature of illness or injury, the number of victims and your name

FIRE



- DO NOT use elevators
- Leave the area, pull fire alarm and close the door
- Evacuate the area and proceed to a safe destination site



GAS LEAK



- DO NOT turn lights on or off
 - DO NOT use cellphones or radios
 - DO NOT activate fire alarm
 - Evacuate the area and proceed to a safe destination site
- Once safe, call Campus Safety Services at ext. 4444 or 613-520-4444



SUSPICIOUS BEHAVIOUR



- Immediately call Campus Safety Services at ext. 4444 or 613-520-4444 to report emergencies or suspicious behaviour
- For non-emergencies call ext. 3612 or 613-520-3612



SUSPICIOUS PACKAGE



- DO NOT use cellphones, radios or electronic devices
- DO NOT handle suspicious package or other items
- From a landline call Campus Safety Services at ext. 4444 or 613-520-4444
- Proceed as instructed by emergency personnel



SEVERE WEATHER



- Seek shelter immediately
- Move to lowest level in building
- Move to interior area of building (hallways/rooms)
- Stay away from windows, skylights and glass



SPILL



SMALL SPILLS

If trained, attempt to contain the spill
Neutralize if possible, collect and clean
Contact your supervisor and/or EHS to complete a report

LARGE SPILLS

Evacuate the area
Once safe, call Campus Safety Services at ext 4444 or 613-520-4444
Provide detailed information on spill
Be available to assist the response with information



ACTIVE ATTACKER



RUN

If there is an accessible escape path, try to evacuate the area

HIDE

If evacuation is not possible, find a place to hide where the attacker is less likely to find you

DEFEND

As a last resort, and only when your life is in danger, attempt to disrupt and/or incapacitate the active attacker



CARLETON UNIVERSITY SAFE DESTINATION SITES

1 TERAANGA COMMONS Residence Commons	A Exterior: Open Area Across Campus Avenue B Interior: Minto Case (Bell Theatre)
2 THE DINING HALL	A Exterior: Open Area Across Campus Avenue B Interior: Minto Case (Bell Theatre)
3 GLENGARRY HOUSE	A Exterior: Open Area Across Campus Avenue B Interior: Minto Case (Bell Theatre)
4 LANARK HOUSE	C Exterior: Staircase C – St. Patrick’s Lane D Staircase A & B – Open Area near Mackenzie E Interior: Fenn Lounge (Residence Commons)
5 FRONTENAC HOUSE	F Exterior: Staircase A – Front of Mackenzie (near Library Rd) Staircase B – St. Patrick’s Lane G Interior: Fenn Lounge (Residence Commons)
6 MINTO C.A.S.E.	H Exterior: Across Campus Avenue near O-Train Terminal I Interior: Nicol Building, 2nd Floor Lobby
7 FIELDHOUSE	J Exterior: Parking Lot P5 (Located Near Bronson Avenue) K Interior: Norm Fenn Gymnasium
8 GYMNASIUM NORM FENN	L Exterior: Parking Lot P11 (Located Near CTTC) M Interior: Alumni Hall
9 TAAG FIELD	N Interior: Alumni Hall
10 P7 PARKING	O Interior: Immediate cover P18 Parking garage See the group instructions on the challenge page, accessible via the QR code. Look for the button: Info – URGENT – Challenge.

POMERLEAU

CHALLENGE 2025



CARLETON UNIVERSITY SAFE DESTINATION SITES



- 1 Teraanga Commons**
#270 - Pomerleau & Intenét QG/HQ
#272-274
- Atelier #3 - Cocréer un plan d'action pour mieux s'adapter au changement
- Workshop #3 - Co-create an action plan to better adapt to change
- 2 The Dining Hall**
Cafétéria/Cafeteria - 3^e étage/3rd Floor
- 3 Glengarry House**
Résidence des participants & Services aux chambres
Participants' Residences & Room Service Desk
- 4 Lanark House**
Résidence des participants/Participants' Residences
- 5 Frontenac House**
Résidence des bénévoles & coaches
Volunteer & Coach Residences

- 6 Minto Theater**
Minto 2000 - 1^{er} étage / 1st Floor
- Classe de maître - Recette d'équipe gagnante : collaborer comme une brigade en cuisine
- Master Class - Recipe for a Winning Team: Collaborate like a kitchen brigade
Minto 50-50 - 5^e étage / 5th Floor
- Atelier #1 - Collaborer avec impact
- Workshop #1 - Collaborate with impact
- 7 Fieldhouse**
Salle de réception / Reception Hall
- 8 Norm Fenn Gymnasium**
- Atelier #2 - Trouver son superpouvoir : optimiser la résolution de problèmes en équipe
- Workshop #2 - Find your superpower: optimise team problem solving
- 9 TAAG Park**
Bootcamp
- 10 Challenge Pomerleau**



En cas d'urgence, localisez le téléphone JAUNE.
S'il n'y en a pas à proximité, appelez
le **613 520-4444** depuis n'importe quel téléphone
pour une assistance immédiate.

In the event of an emergency
locate **YELLOW** phone. If one is not nearby
call **613 520-4444** from any phone
for immediate assistance.