

Plain Language Alerts

Below are the recommended alerts for the plain language conversion.

Incident Type	EXAMPLES	Paged Overhead
FACILITY ALERT		
Fire	Facility Alert + FIRE ALARM + Location + Instructions*	Yes
Utility/IT	Facility Alert + TYPE OF SERVICE INTERRUPTION* + Location + Instructions* <ul style="list-style-type: none"> Bank of elevators down Tube station zone down Significant Power bump Internet or Phone lines are down 	As Escalated
Hazardous Spill	Facility Alert + HAZARDOUS SPILL + Location + Instructions*	As Escalated
Evacuation/Relocation	Facility Alert + EVACUATION / RELOCATION + Location + Instructions*	As Escalated
Mass Causality/Surge	Facility Alert + EXTERNAL DISASTER + DISASTER TYPE + Instructions*	As Escalated
WEATHER ALERT		
Weather	Weather Alert + STORM TYPE* + Instructions* <ul style="list-style-type: none"> Thunderstorm Warning Tornado Warning Winter Storm Warning 	Yes
SECURITY ALERT		
Security Assistance	Security Alert + SECURITY ASSISTANCE + Location + Instructions* <ul style="list-style-type: none"> Combative Person Weapon/Hostage Situation Suspicious Package/Bomb Threat 	Yes No As Escalated
Campus Lockdown	Security Alert + CAMPUS/LOCKDOWN + Location + Instructions*	As Escalated
Active Shooter	Security Alert + ACTIVE SHOOTER + Location + Instructions*	Yes
Missing Person	Security Alert + MISSING PERSON + Location + Instructions* <ul style="list-style-type: none"> Code Pink (Child Abduction) Missing Adult (Elopement) Missing Child 	Yes
MEDICAL ALERT		
Medical Alert	Medical Alert + TYPE OF MEDICAL ALERT* + Location <ul style="list-style-type: none"> Code Blue- Adult Code Blue- Pediatric Rapid Response Stroke Alert 	Yes



ANNOUNCEMENT EXAMPLE:

"Now hear this, Weather Alert, Tornado Warning, Please follow your department response plans".

* Instructions = Please follow your department response plan.

** As Escalated = Will be paged overhead, if the incident impacts overall operations and resources are needed- This will be decided upon by the Incident Commander