Emergency Procedures Guidelines

In case of any emergency related to Chapters or individuals members, the following guidelines should be observed to optimize the response and support that the University and OSA/FSL may offer to the Chapter and all related constituencies:

Injury of a student (on or off premises, whether related to Chapter activity or not):

- **Immediately contact an OSA/FSL staff member.** OSA/FSL Staff can then alert the appropriate University officials and engage the University’s Emergency Procedures Program. Students, Professors, etc., will receive appropriate notification, in addition, support actions will be arranged for the students as well as the Chapters.

Death of a student (on or off premises, regardless of whether it is related to Chapter activity or not)

- Immediately contact at least one OSA/FSL staff member. This staff member can then alert appropriate University officials and engage the University’s Emergency Procedure Program. From there appropriate notice will be sent to the students, college professors, etc. and support actions can be arrange for the family, the Chapter and all parties effected. OSA/FSL will then notify the National Headquarters and all other appropriate bodies.

Any facilities related issues:

- Immediately report any issues to the appropriate landlord/building owner. From there, notify an OSA/FSL staff member so that the appropriate support and if necessary, temporary housing can be arranged to support the residents of the house, the Chapter and its functions.