

## Suspicious Package

Suspicious packages can include packages or letters with:

- Wires exposed
- Leaking liquid or powder
- Threatening or inappropriate writing or symbols
- No return address
- Misspelled common words
- Restrictive markings (Confidential, Personal, etc.)
- Excessive weight
- Sounds emanating from the package, etc.

When you find a suspicious package:

- Do not open or move the package
- If you opened the package, gently set it down and move to an area isolated from others
- Do not clean or disturb any spills, liquids or powders
- Do not use cell phones/portable communication devices in the vicinity of the threat. A cell phone or other portable communication device could cause the bomb to detonate.
  
- Calmly alert others in the vicinity, leave the area and close all doors behind you
- Aid those requiring assistance to leave the area
- Call extension 911 on a “land based telephone” and provide all information to the call-taker  
**Note:** Do not hang up unless directed by the call-taker
  
- Wash hands/exposed skin vigorously for at least 20 seconds with soap and flowing water
- Await the arrival of and follow the directions of university staff or campus/city police