

# Emergency and Disaster Management Protocol & Contacts

- First aid and Emergency treatment: First aid will be provided to students, faculty, staff and visitors. At least 2 faculty are available all the time, who are trained in cardio-pulmonary resuscitation and first aid by the competent authorities like American heart association or American Red cross.
- Faculty are trained of the appropriate procedures to handle emergencies such as asthma attacks and epileptic seizures.
- The school building has first aid kits, defibrillator kit, epinephrine auto injector and asthma inhalers at various places to be used for the appropriate medical emergencies.
- In case students suspect an infectious disease, they inform the dean of the student affairs and then he will inform the dean of the institution. The dean will then notify the same to the local health bodies.
- The school has a dedicated quarantine room to isolate the suspected or a confirmed case of infectious disease before handing over to the respective health authorities.
- School has a trained microbiologist and an epidemiologist service all the time, to train the faculty, staff and students about the appropriate precautions to be followed during an outbreak of an infectious disease.
- During Major Natural disasters like a Hurricane or flood, all the academic activities will be suspended. The school has a dedicated vehicle to transfer all the students and the faculty to a secure location and provide them with necessary medicine, food and water till the situation comes under control.
- XUSOM, Aruba will adapt to any changes to the protocol as needed based on the local governments action plans.

Faculty, staff and students are also provided with hospital, police contact information in case of emergencies as indicated below:

## Xavier Contact phone numbers

Main Line: +297 588 7766

Campus Emergency Line: +297 597 7770

Campus Security: +297 582 7252

Health Clinic: Dr. Alvarez Quezada

Avicenastraat #15

Tel. +297 583-9119

Mr. Barry Adunmo

Head of Emergency / Disaster Committee

+297 597 7766

Ms. Hilda Statia

Emergency / Disaster Committee Member (Female)

+297 593 6266 / +297 597 7775

Mr. George Viryllo

Emergency / Disaster Committee Member (Male)

+297 597 7767

## US Office Phone Numbers

+1 516 333 2224 – Main office line during normal business hours

+1 516 858 9822 – Office Cell phone 24 hours a day

+1 516 643 4545 – In House Legal Counsel

+1 516 417-5678 – President's Office

### **Aruba Contact Phone Numbers**

General Emergency = 911

Local Fire Number = +297 529-1108 or 911

Local Police Number = +297 582-4000 or 911 or 100

Local Ambulance Number = +297 582-5573 or 911

Information number = 118

### **US Consulate in Curacao (covers Aruba)**

**Outside of Curacao: +5999 461 3066 ex 2225 or 2241**

### **Canadian Embassy in Caracas, Venezuela (covers Aruba)**

+58 212 600 3000

### **India Consulate in Curacao (covers Aruba)**

+00-5999-4612262

Other country consulates will be shared based on student population list and will be updated every semester.

### **Local Hospital**

Horacio Oduber Hospital

Dr. Horacio Oduber Boulevard #1

Oranjestad, Aruba

**+297-527-4000**

## **How to Prepare**

### **Standard procedures and essentials**

- Get weather related disasters updates from local radio or television stations. Also check the Xavier website and Facebook page.
  - Local Radio Stations – 101.7 FM, 90.0 FM, 95.1 FM
- Make sure to stock up on items on the emergency check list
- Adjust fridge and freezer to highest setting. Only open as necessary
- Protect important documents including passports, pictures, visa but keeping them in watertight containers and in your possession at all times.

### **Weather Related Disaster**

- All students should report to main auditorium on campus as soon as they are notified of a potential weather related disaster or the occurrence of a weather disaster.
- Students who are unable to make it to university should contact the schools emergency disaster line to notify the school they are safe and their location
- If students are injured, in danger or need emergency help while not on campus they should first contact the Police department then the University.
- For medical emergencies students should go to Dr. Horacio Oduber Hospital and let them know you are a student at Xavier and to contact Mr. Barry Adunmo (Head of Emergency / Disaster Committee). Mr. Barry Adunmo will account for you and notify the school. In the event of medical evacuation students should call IMG Medical Insurance and notify the school
- In the event the school is damaged from a weather related disaster or deemed to be of potential threat by local authorities students will be evacuated to the nearest evacuation center. An emergency alert will go out to all students where to meet who are not already on campus.

### **IMG Medical Insurance for Evacuations**

All students are insured under IMG Insurance to cover Medical Evacuations. Please call the number below and give the certificate number listed.

- Outside USA: 317-655-4500 (collect call)
- Inside USA: 800-628-4664 (toll free)
- SHAAI00218367 – US citizens
- SHAI00246294 – All other citizens

### **Emergency Notifications**

- All emergency alerts and notifications will be updated in real time on our Facebook Page or any other available methods.
- All emergency and alert notifications will go out via email to all students personal and school email that is registered on Student Management System

### **Suggested Emergency Checklist:**

- Batteries
- Battery-operated radio
- Bottled water (one gallon of water per person a day)
- Cash (credit card readers and ATMs may be down after the storm)
- Duct tape
- First aid kit
- Insect repellent
- Full tank of gas
- Non-perishable food: canned food, energy bars, crackers, cookies, cereal, etc.
- Manual can opener
- Medicine (over-the-counter and prescription)
- Watertight bags and containers
- Trash bags

Depending on your accommodations you may be moved to a designated shelter. If evacuated you are allowed to bring one bag only. Remember to pack:

- Clothes for up to 3 days
- Fully charged portable electronics: laptop, phone, etc
- Important documents and money (passport, ID, credit cards, cash etc.) stored in a watertight container
- Non-perishable food for up to 3 days
- Toiletries: toothbrush, toothpaste, toilet paper, soap, deodorant, etc.
- Pillow and blanket
- Prescribed and over-the-counter medication
- Towel
- Water for up to 3 days

It is mandatory for all students to carry their AZV card at all times

- AZV card will provide free medical treatments at Horacio Oduber Hospital
- Receive free prescribed medication from local pharmacy on the island