You know your daily routine best. If you see any abnormal object that raises your suspicion, it is always best to let emergency personnel know about it.

**Some common characteristics of a suspicious object include:**
- Package or envelope with suspicious leaks, stains, or powdered substances
- Package is rigid, bulky, or has excessive tape/string
- Poor handwriting, misspellings, improperly addressed
- Excessive postage, no postage, or no/strange return address
- Ticking, vibration, abnormal sounds, strange odors
- Abandoned or unattended

**If you experience any of these characteristics, remember to remain calm and do the following:**
1. Do not touch, move, or alter the object.
2. Inform others and restrict access/evacuate the area.
3. Once you have left the immediate area, call 911.
4. Provide your name, location, object location, and details of the suspicious package.
5. Write down any information you have about the object. You can give this to emergency personnel when they arrive before you forget.

If you come in contact with a package, it is important that you provide for your own safety by thoroughly washing your hands with soap and warm water and asking another person to call 911, if possible. Make note of which sink you used. If you are already handling a suspicious package, gently put it down, step away and then follow the steps above. Always notify emergency personnel about your possible exposure. If a hazardous material is found in the package, emergency personnel will only be able to treat you if they are made aware and know where to find you.