

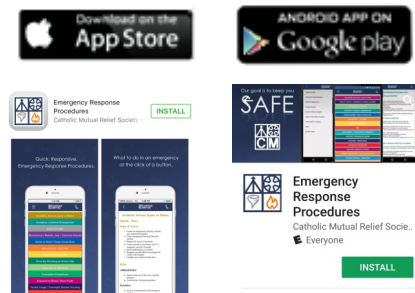
Catholic Mutual Group



Emergency Response Procedures

Instructions to download the Catholic Mutual Emergency Response Procedures mobile application:

1. **Search** for Catholic Mutual Group in the “App Store” (Apple iOS) or the “Play Store” (Android devices).
2. **Install** Catholic Mutual Group Emergency Response Procedures (ERP) on your device. Accept app permissions.

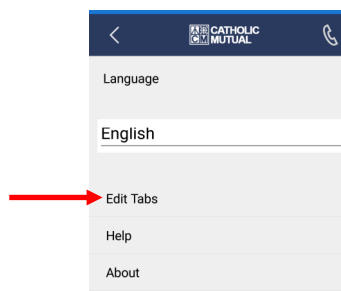


3. **Open** ERP app—sign-in and select language option. You will only be asked to sign in one time.

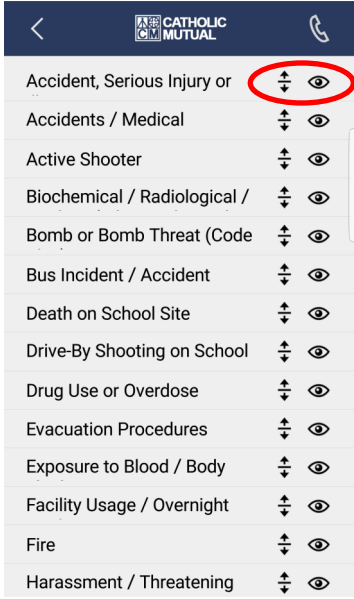
Username: cmgerp

Password: cmgsafe

4. **Customize** your app by clicking the settings icon and the ‘Edit Tabs’ option.

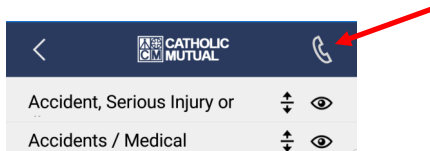


5. Select which best practice procedures you want to see on your main dashboard app. Click 
6. Select which order you would like to see your best practice procedures. Click 



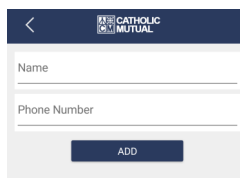
Procedure	Order Icon	Visibility Icon
Accident, Serious Injury or ...		
Accidents / Medical		
Active Shooter		
Biochemical / Radiological /		
Bomb or Bomb Threat (Code		
Bus Incident / Accident		
Death on School Site		
Drive-By Shooting on School		
Drug Use or Overdose		
Evacuation Procedures		
Exposure to Blood / Body		
Facility Usage / Overnight		
Fire		
Harassment / Threatening		

7. Click the phone icon to customize the contacts within your app.

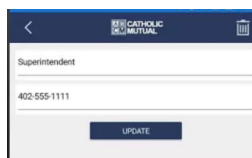
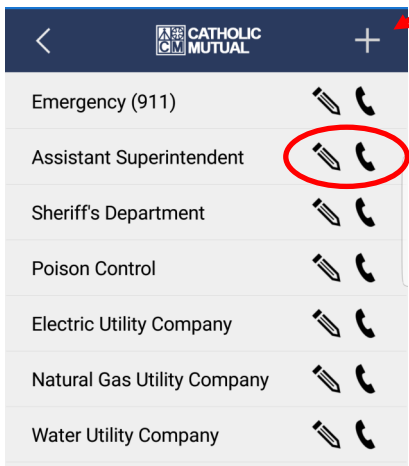


8. Basic emergency contact names have been pre-populated but can be customized.

You can *Add* contacts



Edit contacts

Contact	Edit Icon	Call Icon
Emergency (911)		
Assistant Superintendent		
Sheriff's Department		
Poison Control		
Electric Utility Company		
Natural Gas Utility Company		
Water Utility Company		

Or *Call* contacts from this list

9. To access the best practice procedure, simply click the title from your main dashboard app.

