

UC CENTER, FRESNO
EMERGENCY ACTION PLAN



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UC CENTER, FRESNO EMERGENCY CONTACTS

Primary Contact

Van Van Vleet (Building Manager, Fresno & Bakersfield Centers)

Office: 559 241 7420

Cell: 559 313 7420

Secondary Contact

Joseph Ramos (Building Manager, Atwater Center)

Office: 209 724 4308

Cell: 209 658 8308

Back-up Contact

Janet Burrill (Management Services Officer, Fresno Center)

Office: 559 241 7416

Cell: 559 930 7416

UC CENTER, FRESNO SUITE CONTACT DIRECTORY

Suites	Contact	Primary
100 UC Merced, Academic Programs	241-7400	Toni Garza Van Van Vleet
105 UC Merced, Admissions	241-7474	Virginia Solorzano
105 UC Merced, Center for Educational Partnerships	241-7476	Judy Patin
130 UC Davis, Family Practitioner	241-7530	Diana Van Pelt
155 UC Davis Educational Research Center	241-7601	Melissa Tatham
155 International Trade Development	241-6566	Marjorie Allen
210 UC San Francisco	241-7670	Mark Aguilar Marci Masamoto
212 UCOP	241-7510	Jeanie Smith
215 Children & Families Commission	241-6515	Karen Manelis
230 Fresno City Council	241-6581	Vikkie Calderon
240 Latino Issues Forum	241-6572	Rey Leon
240 Applied Research Center	244-6971	Sandi Knispel
240 Corporation Standards & Outcomes	241-6500	Julie Vlasis
250 State Center Consortium	241-6530	Cecil Lindsey
255 Corporation for Supportive Housing	241-6528	Ron Prestridge

Front Desk
Emergency Procedure
Personal Threats

Definition:

Any aggressive (physical or verbal) attack that you believe will turn into a violent act that could cause personal injury to yourself or others in the building.

Front Desk:

1. Activate Panic Button by holding the button for 30 seconds (You can carry the button with you)
2. Evacuate yourself to a safe harbor, Suite 100 if possible.

Support Staff (Janet, Judy, Shannon, & Van):

1. Call key partner contacts and inform them that a personal threat situation is in progress.
2. Instruct them to lock all suite entrance doors.
3. Have all personnel remain in their suites, (under desk) until notified that the building has become secure.
4. Make contact with Fresno Police to pass on the actual situation under way.

Suites	Contact	Primary
100 UC Merced, Academic Programs	241-7400	Toni Garza Van Van Vleet
105 UC Merced, Admissions	241-7474	Virginia Solorzano
105 UC Merced, Center for Educational Partnerships	241-7476	Judy Patin
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240 Corporation Standards & Outcomes	241-6500	Julie Vlasis
250 State Center Consortium	241-6530	Cecil Lindsey
255 Corporation for Supportive Housing	241-6528	Ron Prestridge

Partner
Emergency Procedure
Personal Threats

Definition:

Any aggressive (physical or verbal) attack that you believe will turn into a violent act that could cause personal injury to yourself or others in the building.

Originating from the Main Reception Area:

Personal threats can come in many forms, some of which have lead to the death of innocent people. In order to reduce risk to you, we ask that you adhere to the following guidelines should a violent threat be encountered at the UC Center Reception Area.

You will receive a call from UC Merced official indicating that a potentially violent threat is in progress. Please adhere to the following guidelines.

1. Immediately lock all suite entry doors
2. Do not open the doors unless you are sure who is on the other side.
3. Notify all occupants to remain in their office until notified by the Fresno police or other UC Merced official that the situation has been secured. Exiting your suite could lead to confusion and personal danger!
4. Try to remain calm and reduce the use of phones so as not to overwhelm the phone system.
5. The Fresno police or other UC Merced official will notify you when the situation has been cleared and the building is once again safe.

Originating from within a Partner Suite:

Should a threat originate from with a partner suite, it is imperative that the police and other building occupants be notified as soon as possible.

You will receive a call from a UC Merced official indicating that a potentially violent threat is in progress. Please follow the following guidelines:

6. Immediately lock all suite entry doors
7. Do not open the doors unless you are sure who is on the other side.
8. Notify all occupants to remain in their offices until notified by the Fresno police or other UC Merced official that the situation has been secured. Exiting your suite could lead to confusion and personal danger!
9. Try to remain calm and reduce the use of phones so as not to overwhelm the phone system. The Fresno police or other UC Merced official will notify you when the situation has been cleared and the building is once again safe.

Front Desk
Emergency Procedure
Fire

1. Call 911 to report the fire and as a backup please press the “Panic Button” for 30 seconds (You can carry the Panic Button with you)
2. Call all suites and require an immediate evacuation of the building in an orderly manner.
3. Make sure Restrooms are empty and Conference Rooms are notified that they must vacate the building and assemble near Evaluation Point 1. (Building Management must be positioned at the front and rear exits to direct conference attendees to their appointed area).
4. Exit yourself to Evacuation Point 1.
5. Do not reenter the building until told to do so by Fresno Police or UC Merced officials.

Suites	Contact	Evacuation Point
100 UC Merced, Academic Programs	241-7400	2
105 UC Merced, Admissions	241-7474	2
105 UC Merced, Center for Educational Partnerships	241-7476	2
130 UC Davis, Family Practitioner	241-7530	2
155 UC Davis Educational Research Center	241-7601	4
155 International Trade Development	241-6566	4
210 UC San Francisco	241-7670	3
212 UCOP	241-7510	4
215 Children & Families Commission	241-6515	4
230 Fresno City Council	241-6581	4
240 Latino Issues Forum	241-6572	4
240 Applied Research Center	244-6971	4
240 Corporation Standards & Outcomes	241-6500	4
250 State Center Consortium	241-6530	4
255 Corporation for Supportive Housing	241-6528	4

Partner
Emergency Procedure
Fire

1. If a fire breaks out immediately contact the UC Center front desk for response procedures.
2. Notify all personnel in suite to evacuate building.
3. Evacuate yourself to your suite's designated evacuation point.
4. Upon assembling at designated evacuation point immediately do a role call for all personnel in your suite and check in with UC Center Building Personnel at evacuation point #1 to report your suite's roll call status.
5. The Fresno Fire Department/Police or other UC Merced official will notify you when the situation has been cleared and the building is once again safe.

Front Desk
Emergency Procedure
Earthquake

Front Desk:

1. Notify support staff to alert suites.
2. Evacuate yourself to the designated point (Point #1).

Support Staff (Janet, Judy, Shannon, & Van):

3. Call key partner contacts and inform them of the emergency in progress and instruct all partners to evacuate to their designated evacuation point.
4. Evacuate yourself to the designated point (Point #1).
5. Do not return to the building until instructed to do so.

Suites	Contact	Primary
100 UC Merced, Academic Programs	241-7400	Toni Garza Van Van Vleet
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250 State Center Consortium	241-6530	Cecil Lindsey
255 Corporation for Supportive Housing	241-6528	Ron Prestridge

Partner
Emergency Procedure
Earthquake

1. Notify all personnel in suite to evacuate building.
2. Evacuate yourself to your suite's designated evacuation point.
3. Upon assembling at designated evacuation point immediately do a roll call for all personnel in your suite and check in with UC Center Building Personnel at evacuation point #1 to report your suite's roll call status.
4. The Fresno police or other UC Merced official will notify you when the situation has been cleared and the building is once again safe

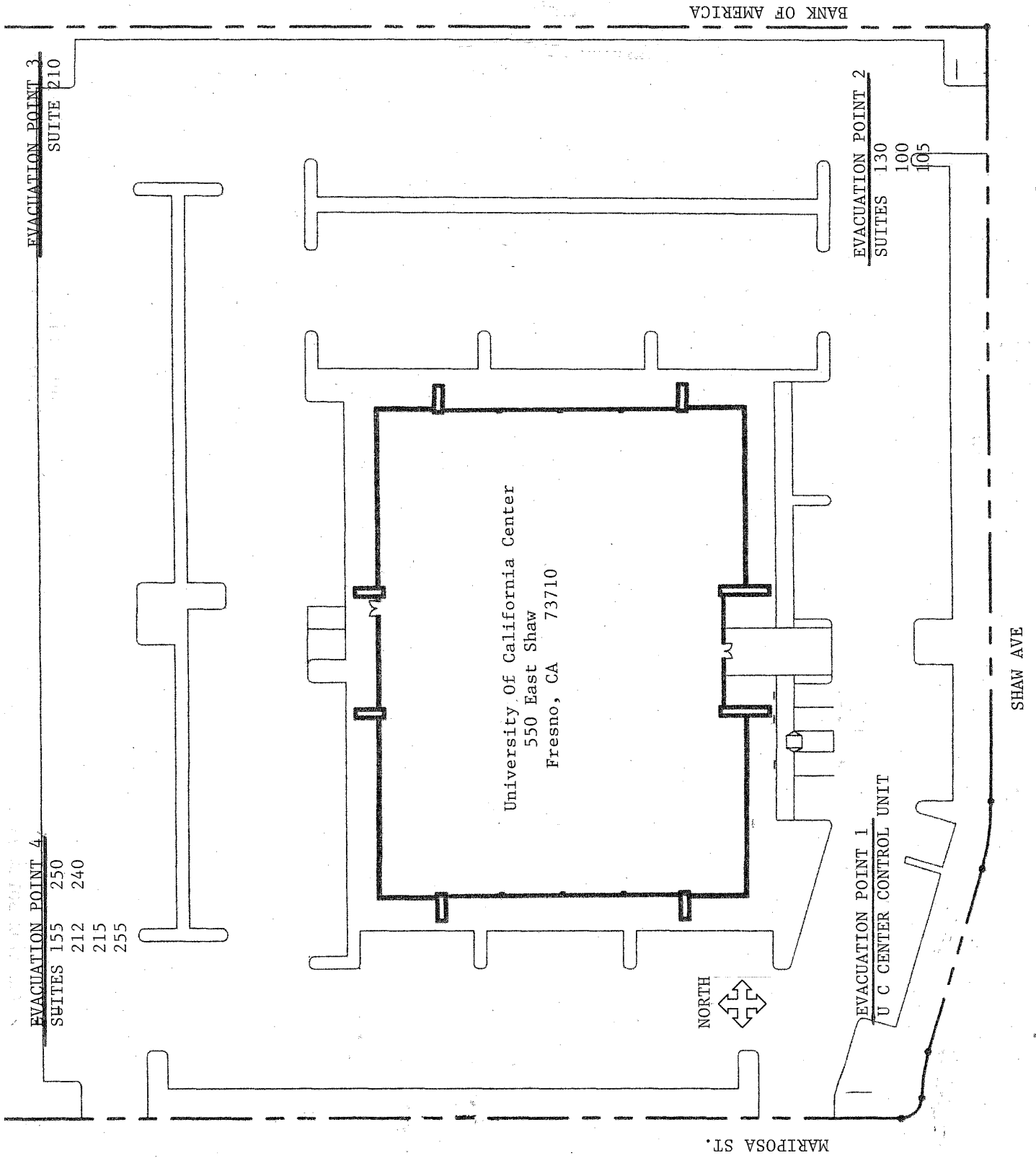
Front Desk
Emergency Procedure
Bomb Threat

1. Call Fresno Police by holding the “Panic Button” for 30 seconds or dial 911 (You can carry the Panic Button with you)
2. Call all suites and require an immediate evacuation of the building in an orderly manner.
3. Make sure Restrooms are empty and Conference Rooms are notified that they must vacate the building and assemble near Evacuation Point 1. (Building Management must be positioned at the front and rear exits to direct conference attendees to their appointed area)
4. Exit yourself to Evacuation Point 1
5. Do not reenter the building until told to do so by Fresno Police or UC Merced officials.
6. Ask anyone in Suite 100 to help make the calls

Suites	Contact	Evacuation Point
100 UC Merced, Academic Programs	241-7400	2
105 UC Merced, Admissions	241-7474	2
105 UC Merced, Center for Educational Partnerships	241-7476	2
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155 UC Davis Educational Research Center	241-7601	4
155 International Trade Development	241-6566	4
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240 Corporation Standards & Outcomes	241-6500	4
250 State Center Consortium	241-6530	4
255 Corporation for Supportive Housing	241-6528	4

Partner
Emergency Procedure
Bomb Threat

1. Upon receipt of a perceived bomb threat immediately evacuate entire suite to designated evacuation point.
2. Immediately contact front desk and alert Building Management to the threat. The Building Management will forward the need to evacuate to all of the Center's suites.
3. If instructed to evacuate, assemble at designated evacuation point and immediately do a role call for all personnel in your suite and check in with UC Center Building Personnel at evacuation point #1 to report your suite's roll call status.
4. The Fresno Police or other UC Merced official will notify you when the situation has been cleared and the building is once again safe.



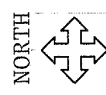
EVACUATION POINT 3
SUITE 210

EVACUATION POINT 2
SUITES 130
100
105

EVACUATION POINT 4
SUITES 155 250
212 240
215
255

EVACUATION POINT 1
U C CENTER CONTROL UNIT

University Of California Center
550 East Shaw
Fresno, CA 73710



BANK OF AMERICA

MARIPOSA ST.

SHAW AVE