



Muir Campus

Emergency Response Region 6

Linguistics Department & HDP Assembly Point:

~~Grassy Area between AP&M and Faculty Club Parking Lot~~

During ongoing construction, please assemble in the Faculty Club Parking Lot or the Sun God lawn.

LINGUISTICS DEPARTMENT
HUMAN DEVELOPMENT PROGRAM

**EMERGENCY
ACTION
PLAN**

2018-2019

Please review and post this in your office!

**Linguistics Department
Linguistics Language Program
3016 AP&M
(858) 822-2711**

**Human Development Program
5320 AP&M
(858) 534-9919**

Emergency Phone Numbers

Fire	911
Police.....	911
Medical	911
Poison Control Center.....	800-876-4766
UCSD Emergency Status Phone No.....	888-308-8273
Linguistics Department Contact.....	858-822-2711
Human Development Program Contact.....	858-534-9919

Calmly state:

- Your name
- Building and room location of emergency
- Nature of the emergency: fire, chemical spill, etc.
- Injuries?
- Hazards present which may affect responding emergency personnel?
- A phone number near the scene where you can be reached

***NOTE:** For the quickest response to campus emergencies, call from a telephone with an 858 area code number.*

Building Evacuation

- Quickly move to the outside of the building using the nearest door marked with an EXIT sign.
- Close and secure all doors as you leave. Take your keys with you.
- DO NOT USE ELEVATORS. Proceed to the nearest safe stairway.
- Be certain all persons in the area are evacuated immediately.
- Help those who need special assistance—disabled, small children, etc.
- Report immediately to the grassy area on the east side of AP&M, between the building and the Faculty Club parking lot (see map on back page) to do a headcount.
- Wait for instructions from emergency response personnel.

Fire Procedures

IN CASE OF SMALL FIRE

- Pull the fire alarm and call Campus Police at 911.
- IF YOU HAVE BEEN TRAINED to use a fire extinguisher, while keeping an exit available behind you, bring the extinguisher within six feet of the fire.
- Pull the pin located in the extinguisher's handle, aim the nozzle at the base of the fire.
- Squeeze the handles and sweep from side to side at the base of the fire until it is out.

IN CASE OF LARGE FIRE

- Pull the fire alarm and call Campus Police at 911. Alert people in the area to begin evacuation using the stairs--not the elevators.
- Close door to confine the fire.
- Move to your designated assembly area upwind from the building.
- Have persons knowledgeable about the incident and location assist emergency personnel.

Earthquakes

DURING HEAVY SHAKING

- Get under a desk, table, door arch or stairwell. If none are available, move against an interior wall and cover your head with your arms. Remain under cover until the movement subsides.
- Stay away from large windows, shelving systems or tall room partitions.
- After shaking has stopped, survey your immediate area for trapped or injured persons and ruptured utilities. Evacuate the building using the stairs—not the elevators. Move to your designated assembly area and await further instructions from emergency personnel.