Campus Emergency Procedures

Campus Safety Services

Residence Director – Ext 3011
Dean of Students Ext - 3012
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Introduction

This booklet is intended to help students, faculty and guests respond quickly, knowledgeably, and effectively to emergency situations that occur on the Latin American Bible Institute (LABI-CA) camps. Emergencies typically occur without warning, but the results can be minimized if proper emergency procedures are followed.

LABI is committed to the safety and security of all members of the community. In times of emergency, LABI will provide appropriate campus-wide response to assure safety and minimize losses.

Emergence Preparedness is also an individual responsibility. This handbook is a quick reference for efficient action during emergencies and should be kept in an easily accessible location. All staff, faculty, and students should take time now to become familiar with this guide.

ARE YOU PREPARED?
The following safety policies are enforced at LABI:

1. Flammable liquids are not to be stored in residence halls or inside any buildings except laboratories and maintenance shops specifically designed for this purpose.

2. No open flames (candles, lanterns, incense, etc.) are permitted in residence halls or inside any building except in laboratories, maintenance shops, or classroom as needed for instructional purpose.

3. Smoking is not permitted on campus.

4. The speed limit is 15 miles per hour.

5. Vehicles shall be parked in designated areas only. Fire lanes and disable Parking are clearly identified.

6. No firearm or other inappropriate weapon may be brought on campus, or be in the possession of an unauthorized persons on campus.

7. No fireworks shall be used or stored on campus.

8. Non-motorized vehicles may not be used in building, or on sidewalks adjacent to building. Pedestrians have the right-of-way.

9. Objects may not be thrown from buildings at any time.

10. Hazing is strictly prohibited and mat result serious disciplinary action.

11. Additional safety policies are listed in the Student Handbook.
Emergency Evacuation Procedure

On Campus evacuation
In the case of an emergency evacuation, all students and staff are to evacuate the buildings in a safe manner and assemble in the front parking lot where the basketball court is located (as shown on the map on page 10). Everyone must report to the Residents Director or assistants and a head count of the people assembled will be performed. Everyone is to stay together until further instructions are given.

Off Campus Evacuation
If an off campus evacuation is ordered, the assembling place will be in the Acienda La Punete Community Day School located 2 minutes away walking distance in front of the Bueno House on Lomitas road.
Address:
14162 E Lomitas Ave
La Puente, CA 91746

If You Hear a Fire Alarm

1. Immediately evacuate the building via the shortest and safest route. If you are in the dormitories use the maps provided in the halls and pages 8-9 to identify the safest exit route.

2. If you notice smoke coming from the nearest exit route, use an alternative escape route.

3. Test doors with the back of your hand before opening them. If the door is warm or if you notice smoke, use an alternative escape route. Check paths for safety before proceeding and close doors behind you.

4. Crawl low if you have to go through smoke.

5. Go to a safe area or to a pre-assigned exterior area for your building.

6. If you suspect that someone is missing or trapped, contact the emergency personnel outside the building.

7. If you are trapped during a fire emergency, close all doors between you and the fire. Stuff cracks around the doors to keep out smoke. Wait at a safe window and signal/call for help. If there is a phone in the room, call the fire department or 911 and tell them exactly where you are.

8. Stop, Drop and Roll if your clothing catches fire.
9. Refer to pg. 11 for the fire emergency procedures.

If You Discover A Fire

1. Leave the fire area and close the door to the area.
2. Sound the fire alarm.
3. Immediately evacuate the building via the shortest and safest route. (Proper use of fire extinguishers within extinguisher limits and by trained individuals is optional but should not be attempted until building alarm is actuated and people are evacuated.
4. If you notice smoke, use the alternate escape route as shown on the map in pg.____
5. Test doors with the back of your hand before opening them. If the door is warm or if you notice smoke, use an alternative escape route. Check paths for safety before proceeding and close doors behind you.
6. Crawl low if you have to go through smoke.
7. Go to a safe area or to the pre-assigned exterior area for your building, located at
8. From the nearest phone in a safe area, call 911.
9. Await emergency response personnel at safe location and direct them to the scene.
10. If you suspect that someone is missing or trapped, contact the emergency personnel outside the building.
11. If you are trapped during a fire emergency, close all doors between you and the fire and stuff cracks around the doors to keep out smoke. Wait at a safe window and signal/call for help. If there is a phone in the room, call the 911 and tell them exactly where you are.
12. Stop, Drop and Roll if your clothing catches fire.

If there is An Earthquake
1. If indoors, stay indoors. Crawl under sturdy furniture and hold on to it. If possible, move to an inside wall or to an inside doorway. Stay away from windows and glass.

2. Do not use candles, matches, or any open flame.

3. If outside, stay in the open. Keep away from buildings, trees, and electrical wires.

4. Follow the building evacuation plan, copies can be found posted on the halls or on pg._____

5. Stay our of damaged buildings until determined that they are safe to enter.


7. For more information refer to pages 14-15 for Earthquake preparedness.

Once You Have Evacuated

1. Contact 911 and report the emergency.

2. Await emergency response personnel at a safe location and direct them to the scene. Report the fire to the hall office or the nearest available resident advisor. Do not reenter the building until instructed to do so by the fire department.

3. Assemble at the designated place.

4. If you suspect that someone is missing or trapped, inform firefighters on scene or at the fire engine, police officers, or ambulance personnel.

5. Follow directions of fire and police personnel and the housing staff.

6. Report to the Residents Director or assistant who is taking roll.

7. Never reenter the building to save your personal belongings.

8. Stay calm.
FIRE

If a fire or smoke is discovered anywhere on campus:

1. Leave the area where the fire is located using the evacuation plan on pages 5-7 isolating it as well as possible by closing doors and windows around it. Do not attempt to retrieve valuables or use stairs.

2. Pull the nearest fire alarm. Find a safe location and call 911- then call the RD’s at ext. 3011 or ext. 3012.

3. Never attempt to fight a fire larger than wastebasket size. Even a small fire can generate enough smoke to cause serious injury. Never attempt to fight a fire yourself. Call for help. Remember that fire extinguishers are available at the end of the hallways or where posted. Always stays between the fire and the exit.

   **FIRE EXTINGUISHER INSTRUCTIONS**

   P* PULL the safety pin from the handle
   A* AIM at the base of the fire
   S* SQUEEZE the trigger handle
   S* SWEEP from the side –to- side

4. If you are aware that someone is trapped in a burning structure, inform the firefighters immediately. Do not re-enter the building alone. If you are trapped, stay low to the floor as you try to exit. Do not open any doors that feel hot. Use wet towels or clothes to protect you from flames and smoke.

5. If your clothes catch fire, STOP, DROP, AND ROLL.

6. **ALL ALARMS SHOULD BE TAKEN SERIOUSLY. IF YOU HEAR AN ALARM, YOU MUST EVACUATE THE BUILDING IMMEDIATELY.**

7. Evacuate the building to the designated evacuation area for the building you are in and identify yourself to the appropriate supervisor, RA, or RD.
BOMB THREAT PROCEDURES

If you receive a threat:

1. Remain calm and stay on the line. Take as much information as possible from the caller. Use the checklist on the following page.

2. Inform your supervisor or leader as soon as possible. If possible get his or her attention while staying on the line with the person making the bomb threat.

3. When the caller hangs up call 911. Give the officer your name, location, telephone number, and the information you obtained from the caller.

4. Do not hang up until the 911 operator ends the call by hanging up. Immediately contact the RD or RA on campus if have not already been done.

5. Report any suspicious object to Campus Safety or other emergency personnel.

6. Follow all instructions given by emergency personal. Do not re-enter any evacuated areas until authorized to do so.

7. Submit the completed Bomb Threat checklist to Campus Safety as soon as possible.
BOMB THREAT CHECKLIST

Exact wording of the caller: __________________________________________

Ask the caller the following questions:

1. When will the bomb explode?

2. Where is the bomb now?

3. What does the bomb look like?

4. What kind of bomb is it?

5. What will detonate this bomb?

6. Did you place this bomb? Why?

7. What is your name?

Date___/___/___      Time________      Gender of caller: M/F      Age:____

Describe the caller’s voice (circle all that apply):

Calm    lisp    deep    soft    angry
Crying  slow    loud    excited    normal
Raspy    nervous    nasal    stutter    cracking
Laughing slurred    accented    ragged    deep breathing
Other:_________________

Was the voice familiar to you? Y / N Like whom? ______________________

Describe the threat language (circle all that apply):

Foul    incoherent    serious    message read
Irrational      well spoken      other: _____________________

Describe any background noise (circle any that apply):

UTILITY EMERGENCY

If a utility problem is discovered such as a gas leak or electrical power interruption, call the Maintenance Department at ext.3012 or Residents Director at ext. 3011 during office hours (Monday through Friday, 8:00AM to 4:00PM)

GAS LEAK

1. Only Maintenance Department or Gas Company should attempt to shut the gas off to any building
2. As a precaution avoid lighting matches or turning on or off lights. Extinguish any open flames. Windows should be open to allow ventilation.
3. Stay clear of the task. Go outside and wait for a Maintenance Department or Gas Company employee and direct him/her to the location.
4. Maintenance Department personal will response procedures to the Residence Director. Building occupants should evacuate immediately if asked to do so by a Maintenance Department, Gas Company employee, or Resident Director.

ELECTRICAL POWER INTERRUPTION

1. If the electrical power shuts off in an earthquake or the entire community is affected by a temporary blackout, the phone may not work. Emergency plans have been developed for such event, and Maintenance Department or Residency Director will be automatically dispatched to check all the electrical boxes on campus.
2. Never attempt to repair the boxes if the problem is transitory. Sometimes it may be provoked by the city in ways of repairing or maintaining cables. Such actions by unskilled personal may take result in serious injury. Trained personnel on electrical tools and mechanics will take care of the problem.
MEDICAL/PSYCHOLOGICAL CRISIS

In case of a serious medical emergency call 911, then:

1. Call Residency Directors at ext. 3011 or ext. 3012. Give your name, telephone extension location, and a description of the problem.
2. Call your supervisor, Resident Assistant, or Residence Director, or leader.
3. Stay with the victim. If the victim is conscious get information on the problem. If the victim is unconscious, check for breathing and bleeding. Only trained individuals should administer first aid and CPR.
4. Keep the victim still, comfortable and warm.
5. Protect the victim from any disturbances.
6. Search for any emergency identification (i.e. ID bracelet).
8. All staff, faculty, and students are encouraged to attend a first aid and CPR training course. Contact The Dean of Students.

If a psychological crisis occurs (e.g. suicide attempt, disorientation, confusion, panic, depression, increasing weeping due to the loss of relative, etc):

1. Call residence personnel at 3011 or 3012. Give your name, telephone extension, location, and the location of the victim. Inform them whether any drugs, medication or weapons are involved.
2. Stay with the victim unless your safety is threatened. Wait for emergency response personal to arrive.
3. Stay calm and do not incite panic in others or the victim.
4. Be sensitive to the family and friends during the crisis.
5. Refer to this handout’s sections entitled “Reporting an Emergency” for additional helpful information.

REPORTING AN EMERGENCY

To report emergencies call the residency personnel, Ext 3011 or 3012.

State, “THIS IS AN EMERGENCY” and tell the residency leader:
1. The nature of the emergency
2. Your name
3. Phone number from which you are calling
4. Your location

Do not hang up until you are told that no further information is required unless there is an immediate threat to your safety.

After notifying emergency personnel, notify building staff. Watch for arrival of emergency personnel and assist in directing them to the appropriate location.

EMERGENCY NUMBERS
Residence Director, Sandra Cerda          714-588-8321
Dean of Students, Robert Cerda           714-277-9404
Academic Dean’s office, Rudy Estrada     714-757-7258
Campus Pastor                          ext. 3018

FACILITY EMERGENCY
Maintenance Office (Michael Jimenez)      ext. 3012

OTHER EMERGENCY NUMBERS
Poison Control                           1-800-222-1222
Rape Crisis Hotline                     805-564-3696
[Project Sister Rape Crisis Service]     909-626-4357
Suicide Prevention                      877-727-4747
Emergency Victim Assistance 714-957-2737

EMERGENCY MEDICAL PROVIDERS

A Plus Care Health Center 626-820-8700
Clinica medica para la familia 626-336-3023
Global Care Medical Group 818-702-0100

EARTHQUAKE PREPAREDNESS

The following steps are available to minimize potential injury in the event of a major earthquake:

1. Be familiar with appropriate plans and procedures.
   Familiarize yourself with the following response steps. Take a few moments now to identify evacuation routes, and potential hazards to avoid. The RA’s have been trained with first aid/CRP courses offered by the American Red Cross to act as a communication link with your family.

2. Put together a personal emergency kit that includes the following items:
   Food and water, plastic eating utensils, basic first aid supplies, flashlight, radio, spare batteries whistle, change of clothes, enclosed shoes, gloves, spare eyeglasses, prescription medication, plastic garbage bag, blanket and personal hygiene items.
   Keep a mini survival kit in your car, and adequate fuel in case gas stations are damaged.

3. Maintain an earthquake safe environment.
   Move heavy objects from high shelves. Restrain bookcase and cabinets firmly to wall studs. Anchor computer with anchor pads or Velcro. Relocate beds and office desks away from windows.

4. Prepare your family.
   If the earthquake happens while you are at work, you may be separated from your family for a period of time. Family members should be equipped with proper emergency
supplies and know appropriate emergency produces. Schools will be prepared for parents to pick them up.

**During the shaking:**

1. Remain calm. Do not rush outside. Many injuries occur due to falling debris just outside the doorway, or near outside the walls.

2. Duck, cover, and hold. If indoors take cover under a table or desk and hold on. Stay away from windows, tall objects and head lights. If no cover is available, duck and hold near an interior wall. Shield your head and face from falling debris.

3. If outdoors, move away from buildings utility wire, trees and other overhead obstructions.

4. If driving, pull over to the side of the road and stop. Avoid overpasses and power lines. Stay inside your car. If you continue driving, watch for hazards such as damaged roadways, objects and downed power lines.

5. Laboratory occupants should seek shelter in hallways to escape possible toxic vapors.

**After the shaking:**

1. Be prepared for aftershocks. Move carefully. Wear shoes to avoid injury from broken glass.

2. Check for injuries. Administer first aid if necessary. Do not move seriously injured individuals unless absolutely necessary.

3. Do not walk up or down the stairs except in an emergency situation.

4. Note to any facility damages. If safe to do so extinguish any small fires. If you smell gas, turn off any gas appliances and do not light a match or turn on lights. Report all problems to the emergency response personnel.

5. Evacuate if the building is badly damaged, if there are gas leaks, fires, or if directed to do so. Close all doors and turn off electrical equipment. Bring your personal emergency kit with you.

6. Move away from buildings onto the basketball court area and follow instructions from that point. Do not return to building until has been deemed
safe by an expert. Keep streets and walkways clear for emergency equipment and personnel. Use extreme caution in rescue attempts if others are trapped. If possible, wait for trained personnel to guide rescue efforts.

7. Assist those individuals who experience anxiety in the aftermath of the earthquake. Be sympathetic and positive.

CRIME PREVENTION

If you see or suspect any illegal activity occurring on the LABI campus, contact Residency personnel immediately at ext 3011 or 3012. Tell the personnel your name and location, and the location and nature of the incident. If you are in a safe location, stay there. Do not attempt to interfere with the situation except for the self-protection.

Try to note a description of any suspects involved. Important characteristics to note are height, weight, gender, race, age, names (if said), tattoos, and method/direction of travel. If the suspect uses a vehicle to leave the area try to note the color, make, model, and the license number of the vehicle. Finally, call the Police Department and wait until they arrive.

Follow the above procedures if any following suspicious signs are observed:

1. A scream or call for help
2. A whistle or horn blowing
3. A broken window
4. An unfamiliar person doing any of the following:
   a) Entering a neighbor’s room of office
   b) Loitering on or about the campus
   c) Trying to break into a car
   d) Repeatedly driving on or about campus

Some tips that can be used to prevent campus crime are:
1. Locking your door whenever you leave your room or office.
2. Locking your windows whenever you leave, especially if you are on the ground floor.
3. Averting temptation. Place your valuables out of sight.
4. Not leaving valuables unattended anywhere on campus.
5. Taking valuables with you when you leave campus.
6. Requesting identification of people and visitors (Visitor Pass.) If still uncertain, call residency personnel at ext. 3011 or 3012.
7. Keeping a record of serial numbers, brand names, description of all your valuables for your insurance company. Also keep a record of all your charge account numbers in a safe place.
8. Your vehicles must be registered at the main office in conjunction with Student Life. Once purchase a bike rack, we will lock them with high quality locks.
9. Not leaving notes or messages saying you are out and when you will return.
10. Keeping keys safe at all times. Report any missing key to Residence Director immediately.
12. Anyone can be a victim of a sexual assault. Be aware of the different possibilities and be prepared to take whatever actions necessary.
SEXUAL ASSAULT

Anyone can be a victim of a sexual assault. Be aware of the different possibilities and be prepared to take whatever actions are necessary to protect yourself.

When walking or driving:

   Keep all your senses available. Do not use “iPod” type earphones while jogging after dark. If you feel endangered yell. Scream “HELP!” or “POLICE” and run away. Use any method available to defend yourself. If you feel threatened the law says that you may have already been assaulted.
   Walk with confidence. Display outrage if offender is not feared.

When on a date:

   Know yourself and your own capabilities. Set limits early and communicate those limits.
   Try to find an easy way out of potential date rape situations. Stand up for yourself.
   Always keep change available to call for a ride home or use a cell phone to call for a ride home. You have the right to end the date at any time.

When in your room:

   Lock your door and window at night. Obtain window locks form RA’s to lock the window open for ventilation of needed. Do not talk with obscene callers.
If you are ever a victim of assault, report the incident immediately to the police by calling 911. Notify the Resident Assistant and/or Resident Director at ext. 3011.

SHOOTING/ GUNFIRE or SNIPER ACTIVITY

(UNKNOWN NAME) Incident Commander

CONTACT INFO

Building Monitors
Janet Muñoz Main offices
Library/WC/Circulation Desk/Maintenance/Room 3
RD’s & RA’s Dorms/Studios (1st-2nd Floor) Chapel
Miguel Muñoz Cafeteria/Heritage House
Rudy Paniagua Pastoral Offices

BACKGROUND
The potential for a shooting or a shooting on the workplace exists on every college campus throughout the United States. Although the possession of firearms on or around our campus is rare, their availability and past national and country shooting dictate the need for a response plan, in case a shooting or other violent attack occurs.

PURPOSE
Because violence in the form of multiple homicides, shooting, robberies and kidnapping has increased dramatically, safeguarding lives is of paramount importance. This plan is to provide guidelines for LABI’s staff & administration and resident directors in dealing with a shooting on campus.

WHEN A SHOOTING OCCURS

• Call 911. Identify your college or workplace and exact locations. Remain calm and answer the police operator’s questions. They are trained to obtain the necessary and required information for a proper emergency response.
• Instruct students and employees to drop to the ground immediately, face down as flat as possible. If within 15-29 feet of a safe place or cover, duck and run to it.

Move or crawl away from gunfire, trying to utilize any obstructions between you and the gunfire. Remember that many objects of cover may conceal you from sight, but may not be bulletproof.

• Try to get inside or behind a building and stay down.
• When you reach a place relative safety, stay down and do not move. Do not peek or raise your head on an effort to see what may be happening.
• Wait and listen for directions from the police.

IF SUSPECT IS OUTSIDE YOUR CLASSROOM

• Duck and cover. Keep students inside the classrooms and down the floor. Move behind available cover in the classroom
• Close and lock the outside door to the classroom if possible. Close the blinds turn off the lights and stay on the floor. Do not peek out the door or windows to see what may be happening.
• Do not evacuate rooms or buildings unless told to do so by the Dean of Students or police officer.
• Report location of the assailant.

OFFICE PERSONNEL

In keeping with effective emergency planning, office personnel should have pre-designated assignments to ensure an effective response in case of a shooting. Actions by multiple persons must be taken simultaneously to expedite a response.
In response to a report of a shooting from a classroom or other area of the campus, you have all persons in the office duck and cover onto the floor behind protective objects or into side rooms. Make required emergency telephone calls to the police from this position. It is crucial that telephone calls be limited to emergency calls only.

OBJECTIVES

1. Notify emergency response personnel as soon as possible and assist them in staging in a safe location.
2. Evacuate victims/potential victims away from the incident into a safe area.
3. Neutralize (stop) the threat. Only appropriately trained and equipped personnel can be utilized in this action.

When safe, evacuate victims/potential victims away from the incident into a safe area and provide emergency care for injured people.

4. Assist in criminal investigation. Actions must not interfere with investigation.
5. Provide Critical Incident Crisis counseling.

Note: Phone calls, other than for emergency purpose, should be made only after the police have cleared a phone line for that purpose. A phone call to friends or family will bring onlookers, bystanders or concerned loved ones to the campus, interfering with the operation of emergency personnel and unnecessarily placing more people in danger.

CALLING “911”

When you call 911, identify your exact location. Remain calm and answer the operator’s questions. Police dispatches are trained to obtain the necessary and requires information for a proper emergency response. As the police are being dispatched answer the questions asked of you by the operator or police dispatcher. Although you are not expected to know all of the answers, answers them to the best of your ability.
Although you may think the questioning is wasting valuable time, the information you provide will enable phone personnel to dispatch officers and other emergency personnel safely and effectively. While you are doing questioned, emergency personnel have been dispatched and are on the way.

You will be asked questions such as:

- What exactly is happening and how do you know? Is it still happening now?
- Where is the suspect now? What was his/her last known direction? Is the suspect on campus?
- Is anyone injured? Are there wounded and how many?
- Where did it happen? What’s the specific location of occurrence?
- What weapons were used if you know? Knowing the number and types of weapons will assist the police in their response. Describe the weapon(s) or other dangerous object(s) if possible, and any visible ammunition.
- Were any shots fired? Describe the sound and the number of shots fired.
- Do you know who the suspect(s) is? If yes, identify him/her/them and provide any background knowledge you may have.

All faculty and staff must be continually vigilant to be alert of any violence on campus. Every LABI employee is urged to be aware of:

- Unusually aggressive, odd, or scary behavior of student(s) of coworker(s)
- Threats of violence or retribution, either serious or said jokingly
- Co-worker(s) or students(s) who are distraught or suicidal
- Overhead comments or rumors of some kind of planned or intended violence
- Presence of gangs or cults that have a history or suggestive behavior of violence
- Fights or other acts of lethal violence
- Presence of guns, other weapons, suspicious objects.

*Notify campus police of your suspicions or observations.*

**EMERGENCY OPERATIONS**

1. The District Police (via 911) will be alerted immediately in the event of a shooting incident. Field operational control will be turned over to appropriate responding law enforcing agency, while overall personnel will be retained by the institute. This does not preclude the institute’s
Resident Director from beginning evacuation procedures prior to arrival of emergency response personnel.

Each incident is different, so mandated evacuation is not advisable. Depending on the situation, it may be safer to keep people in place and have emergency response personnel evacuation the premises or buildings.

2. A command post will be set up away from the shooting incident and away from the path the suspect may take in exiting the area.

3. Every effort will be made to safely maintain surveillance of the suspect or the shooting location prior to the arrival of responding police units.

4. If evacuation occurs prior to the arrival of emergency personnel. Resident Director will be advised of the location of the suspect/incident and be interested on the safest route out of the area.

5. If indicated, use the most effective means available (e.g. bullhorn) to inform LABI of the situation and give instructions. Building Monitors will attempt to notify occupants of the affected building(s) and surrounding building(s) of the situation with instructions to evacuate and by which route to leave the buildings and to secure cover.

6. A search for the suspect will be conducted by specially trained law enforcement personnel. The search will follow their established tactical response policy and procedures.

If you hear gunfire, the first course of action is direct staff, faculty and students to take cover. Their best chance to avoid injury is for them to remove themselves from sight. This can be done in several ways:

- If confronted while seated in an office or classroom, immediately fall to the floor.
- When walking down a hallway, look for an open room in which to hide.
- If a room has shades or curtains, close them.
- When outdoors, get behind a tree, wall or fence, lay down and wait for rescue.
- If caught in an open parking lot, hide behind the front wheel/engine area.

La Puente Police Department has adopted the Countywide Protocol that deals directly with responses to such situations and will send its own specialized “Contact Team” to the scene without delay. District Police are prepared to intervene with the actions of the shooter to mitigate the situation while
conduction simultaneous rescues operations. LABI security guards who work during night are also trained to contact the police department if necessary.

EMERGENCY NOTIFICATION PROCEDURES
LABI is prepared to provide emergency notification appropriate to any given circumstance in the most expedient way to protect lives and property.

THERE ARE TWO TYPES OF INFORMATION

• Immediate- to provide warning of an event and recommend a course of action.
• Long term- to provide information regarding an event as well as the current conditions such as closure and access restrictions.

POSSIBLE WARNINGS/FORMATION METHODS

• Face to face – Direct contact by police, fire, EMS and Area Safety Leaders
• Runner – Group contact by individuals moving from area to area
• Louder Speaker – Public address system used to contact larger areas
• Audible Alarms – Existing fire alarm system in buildings
• Information Lines – A specific phone number where updates can be obtained
• E-mail- mass messages to provide information designated LABI site
• Web – Specific disaster or emergency updates and resources.
• Display Boards – Display signs that provide