

POLICIES & PROCEDURES

Evacuation Procedures

Security

Emergency response procedures are published and disseminated to all campus community members at the beginning of each academic year via Emergency Response Guidebook. Additionally, evacuation maps are posted in each campus building, and an evacuation drill is held during the fall semester.

The Burbank campus has three primary evacuation zones—one for the north part of campus, one for the central part of campus, and one for the south part of campus.

Faculty and staff serve as building captains to assist in the safe evacuation of campus facilities, while zone captains monitor each of the three evacuation points. In the event of an emergency, zone captains are accountable to an incident commander.

Emergency Drills

Emergency drills are scheduled to be held during the fall semester.

The Burbank campus has three primary evacuation zones—one for the north part of campus, one for the central part of campus, and one for the south part of campus.

Faculty and staff serve as building captains to assist in the safe evacuation of campus facilities, while zone captains monitor each of the three evacuation points. In the event of an emergency, zone captains are accountable to an incident commander.

