

UC Santa Barbara Emergency Assistance Program

1. Create an Emergency Response Action Plan
2. Identify a Support Team of Volunteers for Special Evacuation Needs
3. [Download and Print an Emergency Assistance Response ID Card](#)
4. [Enroll in E-Alert for Special Notification and Response](#)

Templates for the UC Santa Barbara SB Department Emergency Operations Plan are on the EH&S Web site at <http://ehs.ucsb.edu/eap>

1. Create an Emergency Response Action Plan

The campus is generally responsible for emergency preparedness and response; however, everyone must also actively participate in planning and preparation to insure individual safety in an emergency. A person with a disability knows best what he or she may require in the event of an emergency. If you will require special assistance in an emergency, developing an action plan is a critical first step. We encourage you to work closely with your department, immediate supervisor or other appropriate personnel in assessing your needs and developing an individual emergency response action plan. Your plan may include the following: Designated Areas of Refuge, e.g., Stairwells, Communication Needs, Special Equipment Needs, e.g., Evacuation Chair.

First Responders to any emergency situation will be better able to assist you if your plans have been communicated in advance to the Campus Emergency Manager. Please contact the Campus Emergency Manager at (805- 450-1437), or james.caesar@ehs.ucsb.edu for assistance in evaluating your needs and developing an individual emergency response action plan.

2. Identify a Support Team of Volunteers For Special Evacuation Needs

If you have a disability or restriction that will prevent you from safely evacuating from a building or facility without assistance, e.g., a wheelchair user on the upper floor of a 1 multi-story building, the Campus Emergency Manager will assist you in identifying and training a support team that will help notify First Responders or Incident Command of your location and need for evacuation assistance. Please contact the Campus Emergency Manager, at (805- 450-1437), james.caesar@ehs.ucsb.edu to start the process of preparing and implementing your support team plan in collaboration with your department head, supervisor or identified volunteers.

3. Download and Print an Emergency Assistance Response ID Card

You are encouraged to download and print the [Emergency Assistance Response ID](#) Card and carry it with you at all times on campus. In the event of an emergency, you can give the ID card to a designated volunteer or other available volunteer to notify First Responders or Incident Command of your location and special assistance needs.

4. Enroll in UCSB Alert Programs

[UCSB Alert](#) is an alert system that allows University Officials to send text messages to designated email accounts (school, work, home, other) or cell phones, smartphones and other handheld devices.

If you are not already enrolled in UCSB Alert, we encourage you to [enroll](#).

The personal information gathered from both of these alert systems will be used to contact you in case of an emergency and is protected as described in the [University Privacy Statement](#).