

## Emergency Readiness

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## Preparing for an Emergency

### Things to Do & Know - On Campus

Call 9-1-1 for emergency assistance. Know the locations of our Public Safety Officers and save the DPS Dispatch phone number (650) 738-7000 or dial ext. 7000 from district phones.

Save the Department of Public Safety's Contact Number: **(650) 738-7000 or ext. 7000**

Become familiar with building evacuation plans and the name/location of your Building Captain.

Identify the location of Emergency Assembly Areas (EAA) outside campus buildings | AED Locations | Emergency Evacuation Chairs | First Aid & Trauma Kits (Advanced Bleeding Control). All information can be found on Building Evacuation Maps found in every building on every floor.

Download the [SMCCCD Emergency Action Plan for on-the-go information.](#) 

### Personal Preparedness Guide

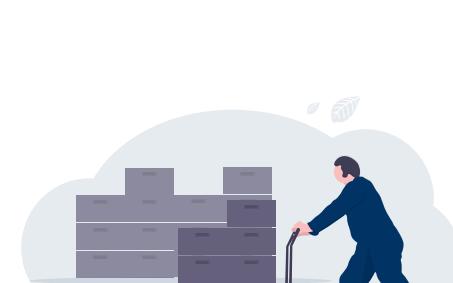
<a href="#">Create a Family Disaster Plan</a>	
<a href="#">Evacuation Routes</a>	
<a href="#">Shutoff Valves</a>	
<a href="#">Reunification Plan</a>	
<a href="#">Telephone Contact</a>	
<a href="#">Preparing Your Home</a>	
<a href="#">Safety Survey of Your Home or Office</a>	

### Disaster Supply Kits



#### 72 Hours Supply

Following a disaster normal supplies that you use in daily living may not be available or inaccessible. It is suggested you have a disaster supply kit that will allow you to be self-sufficient for at least 72 hours. The composition and size of the kits will vary based on individual needs, family size, and personal preferences. To be considered complete these kits should contain food, water, clothing, tool kits, medical and hygiene supplies to meet everyone's (pets too!!) personal needs.



#### Home Supply Kits

Home disaster supply kits should be put together to supply you and your family with the basic equipment and provisions to take care of yourselves for at least 5 days. Containers for kits should be large enough to hold all the supplies but small enough to handle without difficulty. A large plastic garbage can or similar larger storage system is recommended.



#### Food Supplies

When selecting food supplies, consider the ease of preparation, ease of storage, shelf life, and personal preferences of your family what works for one family may not for another. Some tips on food selection:



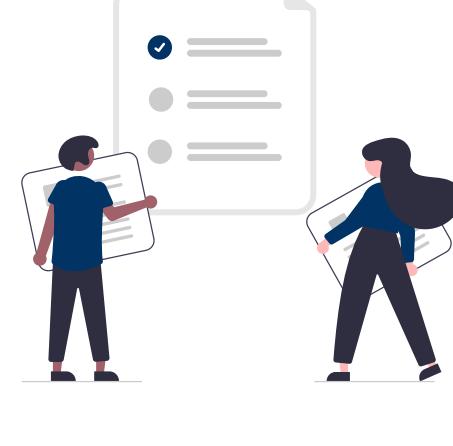
#### Hygiene & Medical Supplies

##### Hygiene Supplies

For Hygiene include a bar of soap, liquid dish detergent, shampoo, toothpaste, toothbrushes, tissues, toilet paper, and sanitary napkins should be included in your kit.

##### Medical Supplies

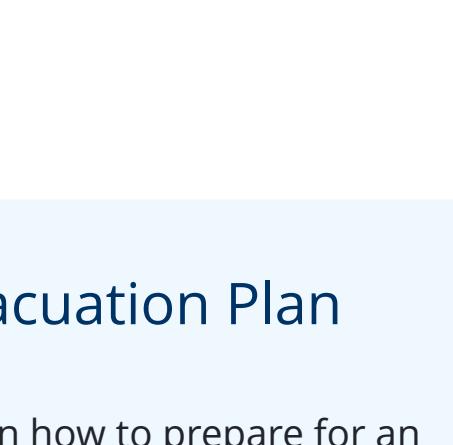
Your Medical kit needs to include a complete first aid kit. These kits may be purchased from a number of sources or put together piece-by-piece. Remember to include any prescription medications that your family takes. Also include a written list of prescriptions, allergies, and your doctors' address and phone number. You should have a first aid kit in your home, one for each car, and in your office.



#### Tool Kits, Supplies & Special Items

The following supplies and tools should also be stored in your home supply kit:

[View List Here](#)



#### Water Supply

The human body can survive about 30 days without food but less than a week without water under cool to moderate conditions. As outside temperatures rise the survivability without water drastically plummets. In order to survive you must have water.

### Evacuation Plan

Learn how to prepare for an evacuation and evacuate an area safely. View evacuation maps for all three SMCCCD campuses.

[Prepare for an Evacuation →](#)

### Ensuring Access and Functional Needs

Especially for people with disabilities, planning and preparation are the keys to being as safe as possible in an emergency.

[Learn more about Accessibility and Emergency Management →](#)

### Situational Awareness

Practicing situation awareness can help prevent an emergency. Learn some tips to practice situational awareness that can be used on campus and in your everyday life.

[More about Situational Awareness →](#)

### Suspicious Behavior and Personal Safety

Learn how you can take steps to protect yourself and ensure your offices, buildings, and belongings are safe and secure, and what to do if you notice any unusual

### Identifying Suspicious Packages

It is important to identify the type of mail your department typically receives and to be aware of the identifying characteristics of a possibly life-threatening item.

### Emergency Medical Equipment

The San Mateo County Community College District (SMCCCD) First-Aid SOP utilizes state and local regulations, industry training requirements/standards, and

and/or threatening individuals or noises.

Keep Yourself Safe →

Learn how to Identify Suspicious Packages →

expert medical direction required to establish the program standard. Additionally, SMCCCD First-Aid Kits are compliant to OSHA and ANSI standards.

View SMCCCD's standardized Emergency Medical Equipment here

## San Mateo County Community College District

The SMCCCD is a three-college district located between San Francisco and San Jose in the Silicon Valley. Our Colleges serve nearly 20,000 students each year and offer the first two years of instruction in a wide variety of degree and transfer programs, as well as vocational-technical programs.

### Contact

**District Office**  
3401 CSM Drive  
San Mateo, CA 94402 USA  
(650) 574-6550

TTY call 711 or visit CA Relay Services

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