

To: Campus Community
From: Emergency Preparedness & Planning Committee
Subject: What to do Before an Earthquake

How well you and your family survive an earthquake often depends upon how well you prepare beforehand. The Federal Emergency Management Agency (“FEMA”), the American Red Cross and the Southern California Earthquake Center recommend that you take the following steps to better prepare for an earthquake.

Learn first aid and CPR. The American Red Cross offers first aid, cardiopulmonary resuscitation (CPR), and Automated External Defibrillator (AED) courses. To find your local chapter, visit www.redcross.org.

Identify potential earthquake hazards in your room or office.

- Secure tall furniture to prevent toppling. If it is not possible to do so, rearrange it to reduce danger. For assistance, log in to myRedlands and submit an online work order to Facilities Management.
- Do not use tall bookcases or cabinets as room dividers.
- Place large or heavy items on lower shelves or on the floor.
- Do not stack bookcases or file cabinets.
- Do not use unsecured shelves made out of bricks, cement blocks and boards.
- Do not hang mirrors, framed pictures, glass items or other heavy objects over your desk or bed.
- Anchor computers, televisions, and stereo equipment with earthquake fasteners. Please contact the Help Desk at ext. 8922 to have items fastened in your office.

Become familiar with your classroom, work and living areas and exit locations.

- Read posted emergency information.
- Identify safe spots in your space – under sturdy desks and tables, or against an interior wall away from windows, bookcases or tall furniture that could fall on you.
- Think ahead about how you would exit your room, classroom, or office. Actively participate in building evacuation drills.
- Each campus building has a designated evacuation area. Find out where the Evacuation Assembly Areas (EAA) are for your residence hall and/or buildings:
 - **Students** please refer to the Emergency Procedures posters in your residence halls for your EAAs.
 - **Employees** please refer to your Emergency Procedures flipcharts for your EAAs.

Plan for how you will communicate with loved ones after a disaster. Below are a few tips from the San Francisco Department of Emergency Management. For more information, visit www.72hours.org.

- Long-distance phone lines often work before local phone lines, so identify an out-of-state contact and provide this person with the contact information of people you want to keep informed of your situation.
- Learn how to use text messaging. Text messaging uses a different part of the cell phone network, so it might be possible to send and receive such messages when voice channels for mobile phones and land lines are congested.

Earthquake Preparedness Resources:

Please take the time to review some of the resources listed below so that you will be ready prior to the next earthquake.

<http://www.totallyunprepared.com>
<http://www.daretoprepare.org>

<http://www.earthquakecountry.info>
<http://www.fema.gov/hazard/earthquake>