



Stanford University Emergency Operations Center (EOC)

EMERGENCY RESPONSE ACTION GUIDE

FOR CONSULTING ENGINEERS PERFORMING EARTHQUAKE DAMAGE INSPECTIONS AT STANFORD UNIVERSITY

QUESTIONS OR COMMENTS

Emergency Management Steering Committee
Stanford Contacts:

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(Revised January 2009)

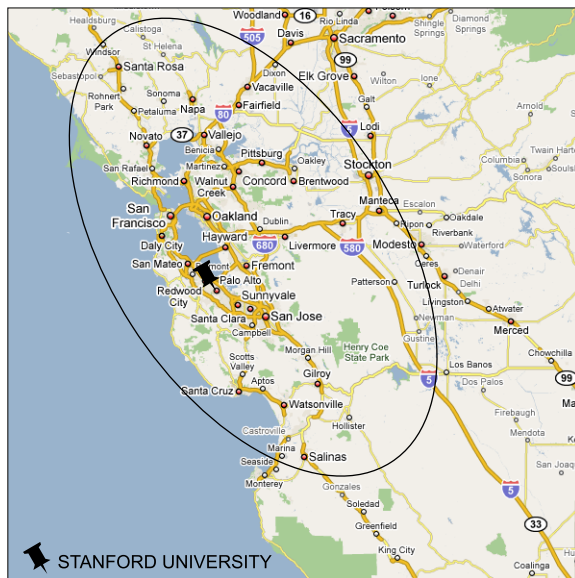
WHEN TO REPORT

When Stanford contacts you following a moderate seismic event (M5.0 - M6.0). The University may request assistance to examine campus buildings after a moderate quake.

After a severe quake in the Bay Area (>M6.0, see map), which is likely to affect regional communications and Stanford's ability to make calls, report as soon as possible.

Call and advise Stanford of your anticipated arrival time:

- 650 723-8727 (EOC Message Center) or
- 650 723-2300 (Campus Operator)



WHAT TO BRING

Stanford Emergency ID, hardhat, safety glasses and gloves, cell phone, manuals, clothing and personal supplies. If the campus disaster response continues for a period of several days, Stanford will make every effort to house responding engineers.

WHERE TO REPORT

Moderate quake. As per instructions from the University representative. The meeting location may or may not be at the campus Emergency Operations Center (EOC).

Severe quake. Go directly to the University EOC, where emergency information, resources, and policies are coordinated.

★ **Primary EOC site**
Faculty Club, 439 Lagunita

◆ **Alternate EOC site**
Police Compound, 679 Pampas Lane



ENGINEERS AT THE EOC

Report to the EOC Operations Group, which works directly with the Incident Commander, the University President, and the Provost. You will be briefed and dispatched in teams from the University EOC. Safety Teams will be configured with campus support, depending on a destination building's status.

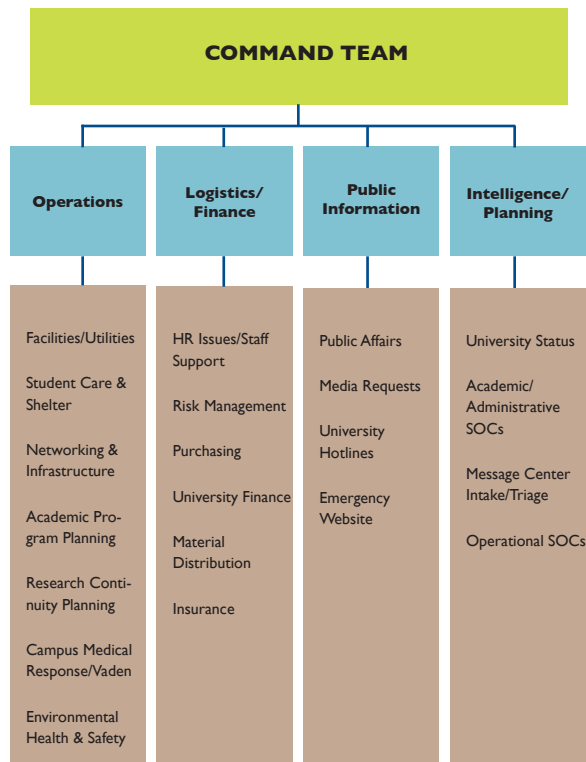
The Safety Team to which the Consulting Engineer is assigned inspects buildings, reviews any temporary signage posted by Stanford staff, and makes a final recommendation for building posting based on the condition of the building. On the basis of this recommendation, the EOC makes a final decision on the posting of the building.

EOC ORGANIZATION FOLLOWING AN EARTHQUAKE

After a **moderate** earthquake, the Stanford EOC may or may not be convened -- depending on the magnitude, location, and apparent effects of the event. Operational service departments will initially examine the campus and may call Consulting Engineers for assistance.

After a **severe** quake, the University EOC Management Team assembles immediately to coordinate response and recovery efforts. Consulting Engineers report to the Operations Group at the EOC.

EOC MANAGEMENT ORGANIZATION



The EOC collects, evaluates, and prioritizes emergency reports from many sources, including 25 “Satellite Operations Centers” (SOCs) located in operational service departments and major academic and administrative units.

EOC RESOURCES

The EOC, as the central coordination point for the University emergency response, maintains information, equipment and supplies that can be dispatched with Safety Teams. Should additional resources be necessary for the building inspection effort, the EOC will obtain them.

EOC information resources include:

- Maps of campus infrastructure
- Seismic database: structural systems and related building characteristics
- Hazardous materials information
- ATC-20 manuals

PRELIMINARY POSTING OF BUILDINGS

Staff volunteers from the SOC departments, who have taken a modified ATC-20 course, are part of “Building Assessment Teams” (BATs), which are authorized to:

- Perform a visual inspection of building **exteriors** (ONLY) to determine if any of 7 severe damage conditions may exist and to send preliminary reports to the EOC.
- Post **temporary** signage until Consulting Engineers are available to examine buildings and authorize the posting of the familiar FEMA Red-Yellow-Green signage.

The seven conditions:

1. Collapse, partial collapse, or building appears to be off the foundation
2. Building (or a story within it) appears to be leaning
3. Chimney, parapet, or another falling hazard
4. Severe window glass breakage or “X” cracks between windows
5. Any indication of a possible fire or hazardous materials release
6. Severe ground or slope movement
7. Other obvious damage or severe distress

BAT team volunteers are **not** authorized to enter campus buildings after an earthquake.

TEMPORARY BUILDING SIGNS

The BATs may post a temporary white 8 1/2” x 11” sign that indicates one of two possible conditions:

0 CLOSED

Building Temporarily Closed Pending a Detailed Inspection—Updated signage will be posted by safety personnel when the building becomes available for full or limited re-occupancy or is to remain closed.

1 CAUTION

No Significant Exterior Damage. Enter at Your Own Risk—The building’s interior has not been examined for structural impacts, non-structural damage and debris, or potential hazardous materials spills.

Following strong aftershocks, this posting may be subject to change.

CONFIDENTIAL (USE ONLY IN CASE OF EMERGENCY)

EOC Phone Numbers

EOC Message Center	650-723-8727
Operations Lead	650-723-1265
Email	emergency@stanford.edu

CRITICAL STANFORD NUMBERS

Campus Operator	650-723-2300
Operational Service Departments:	
Public Safety	650-723-3633
Work Control	650-723-2281
LBRE Hotline	650-725-2200
EH&S	650-723-0448

PUBLIC EMERGENCY INFORMATION

Emergency Info Hotline	650-725-5555
Out of Area Hotline	1-800-89-SHAKE
Web Bulletin	emergency.stanford.edu
Campus Radio Station	KZSU (90.1 FM)