

Emergency Management Program Update

Standards for Evacuation Zones & Assembly Areas



Standard: Position evacuation assembly areas at least 500 ft from impacted buildings.

1. Definitions:

- **Emergency Conditions:** Conditions that may endanger the campus and warrant cancellation of classes or release of employees. Building occupants & pedestrians subject to emergency conditions must follow instructions to seek shelter or evacuate.
- **Nuisance Alarms:** Alarms we can confirm do not pose a threat to building occupants.
- **Evacuation Zones:** There are three zones that reflect threat exposure: *hot*, *warm*, and *cold*. These zones encompass buildings and surrounding outdoor pedestrian areas.
- **Hot (Exclusion) Zone:** The area with the actual threat or the highest potential exposure.
 - Based on the threat, the Incident Commander may limit the hot zone to the interior confines of the impacted facility or extend it to a 500 ft perimeter from the facility.
 - The Incident Commander determines if other building occupants & pedestrians in the hot zone are subject to emergency conditions, must evacuate, or seek shelter
 - Extending the hot zone to a 500 ft perimeter will also require the Incident Commander to establish warm and cold zones.
- **Warm (Reduction) Zone:** A transition area between the hot and cold zones.
 - Extends an additional 500 ft from the hot zone: 1,000 ft from the impacted facility.
 - The Incident Commander determines if building occupants & pedestrians in the warm zone are subject to emergency conditions, must evacuate, or seek shelter.
 - Responders enter and exit the hot zone via the warm zone.
 - Hot zone evacuees normally move to the warm zone for rescue operations.
- **Cold (Support) Zone:** Safely position command posts and staging areas here.
 - Extends an additional 500 ft from the warm zone: 1,500 ft from the impacted facility.
 - Unless the Incident Commander states otherwise, facilities in the cold zone are not subject to emergency conditions, may continue activities, or may house evacuees.

2. Planning Assumptions:

- Nuisance alarms require flexibility in response. They are likely to be the cause of most evacuations, especially in residential buildings late at night/during early morning hours.
- Actual high-impact threats are less likely. Evacuating the 500 ft hot zone will be rare.
- The potential risk of bomb threats and other high-impact threats would require multiple buildings within the hot and warm zones to evacuate. This would impact more people.
- High-impact threats will require evacuees to walk farther to reduce their exposure. Individuals with functional or accessibility needs may require more assistance.
- Zone perimeter distances may not align with existing requirements of external response partners but will provide us with a standard to use for planning and training purposes.

3. Evacuation Actions:

- **Go to your rally point:** Occupants immediately evacuate and report to their rally point.
 - Rally points are positioned at least 50 ft from the impacted building.
 - Leaders have three objectives at the rally point: 1) confirm the nature of the alarm; 2) determine threats to occupant safety; and 3) account for all their personnel.

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- If Police confirm a nuisance alarm and give the all-clear, occupants may reenter.
- If there is an actual threat to occupant safety, evacuees will move to their primary assembly area (or alternate assembly area ONLY if instructed).
- **Go to your primary assembly area:** This will be an outdoor location in the warm zone.
 - The 500 ft distance reduces the risk that evacuees will interfere with responders.
 - On-scene responders can keep eyes-on evacuees and engage in rescue if needed.
 - Evacuees will be less likely go astray, aiding in safety, control, and accountability.
 - Positions evacuees closer to the cold zone if conditions worsen.
 - It reduces the need for multiple fallback points simplifying training and planning.
- **Or...go to your alternate assembly area:** This may be indoors in the warm zone. Expect to use these rarely. Go here ONLY IF DIRECTED to do so under two conditions:
 - 1) There is a safety or security concern at their outdoor primary assembly area; or
 - 2) Evacuation occurs during serious inclement weather.
- **Review your building's response guide:** This a printable one-page pamphlet. It provides immediate life safety instructions unique to each building and its occupants.

4. Campus Map Example - a threat centered at the north corner of The Commons:

- **Hot (Exclusion) Zone:** Based on the threat, either: 1) limited to the interior confines of the impacted facility; or 2) extended to a 500 ft perimeter from the impacted facility.
- **Warm (Reduction) Zone:** An additional 500 ft perimeter from the hot zone; 1,000 ft from the impacted facility.
- **Cold (Support) Zone:** An additional 500 ft perimeter from the warm zone; 1,500 ft from the impacted facility.
- **No Impacts:** The Incident Commander may determine that facilities outside the cold zone can continue normal operations, depending on the nature of the threat.

