

**Objective:** Readiness means we have resources in place to deal with an emergency, we are able to use those resources, take immediate action, and mitigate the negative impacts of an actual incident. A readiness assessment is not an inspection; it is a conversation meant for problem solving and improving situational awareness. Our goal is to complete a readiness assessment for each building on campus and for off-campus affiliate locations.

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### 1. Methodology:

- We look at intruder vulnerabilities as well as other potential hazards impacting occupant safety. This includes fire, severe weather, and classroom/lab safety.
- We prioritize assessments of entire buildings, not individual floors or office spaces. Consequently, a single assessment can take several hours depending on the facility.
- Our assessment team normally includes subject matter experts from UMBC Police, Environmental Safety & Health (ESH), Facilities Management (FM), the designated Facility Manager, and any Department representatives who wish to participate.
- We conduct a walkthrough of the physical space, review occupant behaviors, and identify ways to apply RUN-HIDE-FIGHT survivor actions in a real environment.
- We use floorplans to track and reference action items and issues for follow-up.
- We provide a final report to document recommendations and follow-up actions.

### 2. Goals:

- Identify potential solutions and resources that can improve occupant readiness.
- Verify procedures to use existing resources, take immediate action, and mitigate negative impacts of an actual incident.
- Identify potential changes to the physical environment and to workplace behavior or procedure to promote safety, security, and overall situational awareness.
- **Items of interest include:**
  - Emergency exit route maps, necessary signage posted where required, and exit routes/stairwells clear of items that might impede evacuation.
  - Exterior rally points/assembly areas for evacuations, lockdown strategies (i.e., compartmentalizing spaces), shelter areas, and active assailant safe havens.
  - Priority rooms to update interior locks and access doors for improved protection.
  - Procedures that prevent unauthorized access, reduce the risk of theft or property damage, and improve response to behaviors of concern.

### 3. Results:

- We provide a report to Department leaders responsible for operations and administration of the facility, as well as UMBC Police, ESH, FM, and other stakeholders.
- Strategies are documented in the Facility's Response Guide to provide occupants with up-to-date emergency action procedures. [Response guides are accessible online.](#)
- Recommendations may result in work orders to FM or other units providing service. Examples may include changing interior locks, replacing interior doors that have windows with solid wood doors, or maintenance of safety or security equipment.