

LASC CIVIL DISTURBANCE  
PROCEDURAL CHECKLIST

**COMMON COMMAND FUNCTIONS APPLICABLE TO ALL ELEVATED INCIDENTS**

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| <input type="checkbox"/> Establish command and control of the incident | <input type="checkbox"/> Notify ESC (213) 840-4447            |
| <input type="checkbox"/> Make notifications to students and staff      | <input type="checkbox"/> Notify Public Relations 323-241-5401 |
| <input type="checkbox"/> Notify College admin staff                    |   |

**LASD**

- Stop loss of life, serious injury (identify responsible parties)
- Control / Secure campus (protect property)
- Ensure administrators are sending out notifications to the college (confirm if campus lockdown or evacuation)
- Establish an Incident Command Post
- Request mutual aid if needed
- Locate victims and request EMS
- Assist fire with treating victims
- Establish Staging Areas (Fire/EMS, Family Reunification, Media)
- Send a liaison to the JIC
- Advise investigators on the need for resumption of school functions
- Survey of the College, looking for injuries, damage to buildings and other hazards (Post incident)
- Secure the scene for investigation (Post incident)

**COLLEGE STAFF/STUDENTS**

- Notify College Sheriff's 323-241-5311
- Identify if demonstration is in free speech area
- Determine the urgency of the situation
- Inform individuals of disruption to the college
- Talk with the LASD to determine an action plan
- Try and determine the issue causing the disturbance
- With assistance from the LASD attempt to talk with leaders
- Assign LACCD staff member to command Post
- Send facilities staff member to Command Post
- Identify is board rules are violated? Which ones?

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