

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

COLLEGE STAFF

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| <ul style="list-style-type: none"> <input type="checkbox"/> Maintain order on campus <input type="checkbox"/> Assess affected areas <input type="checkbox"/> Notify Fire (if needed) <input type="checkbox"/> Request mutual aid (if needed) <input type="checkbox"/> Locate and assist any injured <input type="checkbox"/> Assist with evacuation of staff/students (if campus is closed) <input type="checkbox"/> Identify and secure immediate hazards, and notify the College Administrators / Facility Manager <input type="checkbox"/> Establish Incident Command Post (if needed) <input type="checkbox"/> Secure campus buildings and control access <input type="checkbox"/> Post fire watch for occupied buildings with impaired fire alarms or sprinkler systems | <ul style="list-style-type: none"> <input type="checkbox"/> Shelter in place <input type="checkbox"/> If safe to do so evacuate buildings <input type="checkbox"/> Assist individuals with disabilities <input type="checkbox"/> Remember elevators will not function <input type="checkbox"/> If it localized to your building, notify the college Sheriff's at 323-241-5311 and Facilities <input type="checkbox"/> If activated send a staff member to act as a liaison at the command post <input type="checkbox"/> Send Facilities employee to command post <input type="checkbox"/> Determine extent of outage <input type="checkbox"/> Determine source of outage <input type="checkbox"/> Contact utility company <input type="checkbox"/> Have IT power down critical systems <input type="checkbox"/> Resume or cancel classes <input type="checkbox"/> Secure empty buildings |
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