

Cal Poly Evacuation Annex Executive Summary



Purpose

The Cal Poly Evacuation Annex serves as a generalized evacuation plan useful for multiple situations involving whole or partial evacuation of the Cal Poly campus.

The annex identifies roles, responsibilities, established personnel authorized to issue an evacuation order, how the university emergency management team will coordinate a safe and orderly evacuation, organizes the campus into geographic zones with corresponding evacuation routes, assembly areas and carless pickup points, and provides information on transportation and sheltering.

Evacuation Authority

Those authorized to issue partial or complete evacuation orders include the Cal Poly president or delegate, local incident commanders, chief of police, deputy chief of police and/or the director of emergency management.

Evacuation orders may be issued in the case of the following:

- Immediate threat to life or personal safety
- Advanced notice of potential threat to life or personal safety
- Perceived potential threat to life or personal safety

Evacuation Orders and Emergency Messaging

The main channels for distributing an evacuation order on campus include the Poly Alert Emergency Notification System, EN PA/Telephone Alerting System, Big Voice Alerting System, San Luis Obispo County Wireless Emergency Alert, and door to door notification.

Evacuation Routes, Assembly Areas, and Carless Pickup Points

The university has established multiple locations and planned routes that will be used during an emergency event. In doing so, the campus was organized into three geographical zones that each have an assigned area and route. The zones have been evaluated to equally disperse the campus community and mitigate heavy traffic. Carless pickup points have also been located near each evacuation zone allowing for the coordination of evacuees who do not have a vehicle.

Cal Poly community members will be asked to and are ultimately responsible for familiarizing themselves with these locations. During an emergency, Cal Poly Department of Emergency Management (DEM) and/or Police Department personnel will direct community members with specific instructions of how and when to get to those points.

Transportation

Cal Poly has established contracts with multiple local bus and shuttle companies that may be activated to aid in the evacuation of community members without vehicles. Requests to activate these contracts can be coordinated through the Cal Poly Emergency Operations Center (EOC) Logistics Section. If the EOC is not yet activated, the DEM duty officer will coordinate the activation of these contracts. If there are any resource shortfalls, the EOC and/or DEM will coordinate with the San Luis Obispo County Office of Emergency Services (OES).

Mass Care & Shelter

Cal Poly has also established contracts with local hotels that may be used during an evacuation. In the event of a large-scale emergency, it is likely that these hotels will fill quickly, so the EOC will coordinate the sheltering of residents in existing housing space, pre-established campus shelter locations or coordinate with the American Red Cross (ARC) to open public shelters as a secondary measure.

Re-Entry/Repopulation

Cal Poly will utilize a phased approach consisting of four levels to repopulate the campus. Those authorized to issue re-entry onto campus include the Cal Poly president, chief of police, deputy chief of police and/or the EOC director. Issuing a Level I Access grants re-entry to search and rescue agents, damage assessment teams and law enforcement personnel. Level II Access grants re-entry to relief workers, healthcare personnel, insurance agents and campus faculty and staff. Level III Access grants re-entry to Cal Poly residents. Level IV Access grants unrestricted re-entry.

