

JASPER RIDGE BIOLOGICAL PRESERVE 'OOTCHAMIN 'OOYAKMA EMERGENCY INFORMATION FOR DOCENTS

EMERGENCY ASSEMBLY POINT

The Emergency Assembly Point (EAP) is located at the northwest corner of the visitor parking lot. In the event of a major emergency, report to the EAP and inform a staff member of your arrival.



GENERAL EMERGENCY PROCEDURES

- Jasper Ridge staff will attempt to contact you and provide critical information on the incident and instructions on where to go and what to do.
 - Make sure the contact information you registered with Jasper Ridge is always up to date
 - Make sure you always use your entry card to access Jasper Ridge (ie. do not piggyback on other entries) so we know you are onsite
 - Make sure your tour or hike is on the Tours and Events Calendar
- Report to the Emergency Assembly Point.
 - Once at the EAP, notify staff of your arrival.
- Conditions may be dynamic in an emergency (such as a rapidly approaching wildfire). Under such circumstances, do not wait for staff to contact you.
 - Monitor emergency communications and media for information
 - Check for the safest evacuation route.

- Exit the preserve where you have access to transportation.
- Notify staff immediately upon exiting the Preserve.

MEDICAL EMERGENCY

- Dial 911
- Use your emergency card to determine the zone and closest gate for emergency responders
- Immediately call staff and report the nature of the medical emergency.
- Utilize portable first aid kits (located at the field station next to the trail register)
- AEDs, trauma and first aid supplies are located at the field station.
- After the event has concluded, contact staff regarding possible mandatory reporting requirements.

WILDFIRE

- If you see smoke in the immediate area, call 911 and immediately contact staff.
- If the fire is inside the preserve, use your emergency card to determine the zone the fire is located in and report the gate's physical address to dispatch.
- If your vehicle is parked at the field station, report to the EAP and notify staff upon arrival.
 - If your vehicle is parked at another gate, exit the preserve at your vehicle's location so long as it is safe to do so. Check local media and emergency communications for safe evacuation routes.
- Notify staff upon leaving the Preserve

EARTHQUAKE

Indoors:

- Duck down to the floor. Take cover under a sturdy table or desk. Hold until the shaking stops.
- Take personal items with you (purse, backpack, keys, cell phone, etc.).
- Exit to the Emergency Assembly Point
- Report injuries or fires to 911 or staff.

Outdoors:

- Stay away from buildings and structures.
- Try to get into an open area to avoid falling limbs or trees.
- Stay away from power lines that cross the preserve.
 - Local PG&E lines 13kv and also SLAC power lines 230kv

BUILDING FIRE

- Strobes and horns in the field station will sound when the fire alarm activates.
- If you see the fire first, pull the fire alarm at the nearest exit.
- Take personal items with you (purse, backpack, keys, cell phone, etc.).
- Sprinklers will activate in fire areas to help provide a safe way to egress the building.
- **Make sure everyone on your tour evacuates the building.**
- Follow the evacuation route to the EAP and report your arrival to a staff member.
- Notify staff when you have left the Preserve.

POWER OUTAGE

- **In the event of a power outage THE MAIN GATE ON SAND HILL ROAD WILL NOT OPERATE.**
- Adjacent to the main gate is a side gate locked with a padlock (PIC A)
- Use the key located in the box on the camera post just inside the gate to open the padlock (PIC B)
 - The key is a JR4 and is labeled SIDE GATE KEY / EMERGENCY USE ONLY (PIC C)
- Swing the side gate open to the inside (PIC D).



FIRST AID SUPPLIES

General first aid supplies can be found in the SW corner of the kitchen. The wooden cabinet contains alcohol, antiseptics, Band-Aids, bandages and cold packs while the white metal cabinet contains over-the-counter medicine such as common pain relievers and splints. There are also portable first aid kits you can take on your hike located in the plastic bin adjacent to the trail register.



TRAUMA KIT

Outside next to the men's restroom, there are trauma supplies. Ignore the anti-tamper alarm that triggers when the cabinet is opened. Inside are three individual trauma kits. Each kit contains Quikclot, tourniquet, pressure dressing, chest seal, gloves, emergency blanket and instructions on how to use the supplies.



AUTOMATED EXTERNAL DEFIBRILLATORS (AEDs)

There are two AEDs. One is located adjacent to the men's restroom and the other is located at the SW corner of the kitchen. Pressing the power button will activate the AED and an audio recording will guide you through the treatment of the patient. While it is recommended to be certified in AED operation, it is not obligatory to treat a patient.



HAZARDOUS MATERIALS

There are two large volume hazardous materials located at the field station.

- 500 Gal Propane Tank: Evacuate the area around the tank in the event of a fire or tank discharge (propane has an odor like Sulphur).
- 1,000 Gal Propanediol: In the storeroom of the field station is a large tank filled with 10% propanediol which is a type of glycol. The glycol is lightly caustic so avoid contact with eyes or skin and evacuate the field station in the event of a spill.



LIFE SAFETY BOXES

In the field station there are life safety boxes in every room where chemicals are stored. The box contains an inventory of all chemicals stored in the room along with MSDS (Material Safety Data Sheets) that describe a product's chemical characteristics, exposure protocols and impact on health. The life safety boxes contain information on who to contact in the event of a chemical spill.

