Paradise Campus
Emergency Plan

Updated on: 07/26/19
Emergency Response
The UNLV Police Dept. is the first contact and first responder for all campus emergencies.

- To reach Campus Safety, dial 5-3669 from any campus telephone 24 hours a day.
- Dial 702-895-3669 from off-campus or cellular phone.
- Use the RebelSAFE Mobile App on mobile device.

At the UNLV Paradise Campus, there are signs posted in hallways and classrooms informing staff, students, and instructors who to contact or what to do in case of emergencies.

Why Call UNLV Police Dept. First?
Dialing 911 from a non-campus phone will reach the county emergency services dispatcher, which is less desirable because calling UNLV Police Dept. will provide faster fire, ambulance and police response. Outside responders will not be familiar with the names, locations or fastest routes to particular buildings. When you call the UNLV Police Dept. at 702-895-3669, they will send immediate assistance, call outside emergency responders for you and direct them to the scene.

General Emergency Response
The time to become familiar with emergency procedures is before an emergency.

Please take time to familiarize yourself with the UNLV Paradise Campus buildings layout, safety equipment, emergency evacuation routes, fire suppression systems, and communication systems to help you respond to an emergency. Circumstances of specific emergencies vary and good judgment is always required.

When Calling About Any Emergency

- Prior to calling, remove yourself from the area of immediate danger, if possible.
- Give your name. (confidentiality will be respected).
- Give your extension. (if applicable)
- Give the building name and room number or other specific location.
- Describe the condition clearly and accurately.
• Don't hang up! You may be an important link in an emergency. Other information may be needed and special instructions may be provided. Let the person you are talking to end the conversation.

**General Building Evacuation Procedure**

At the sound of the emergency alarm, it is the responsibility of all building occupants to evacuate immediately and proceed to the predetermined assembly point at the UNLV Paradise Campus, away from the buildings.

Building occupants are also responsible for ensuring that their visitors/instructors/students/members to their department follow the evacuation procedure described herein, and leave the building along with all other occupants.

Faculty and instructors are responsible for dismissing their classes, and directing students to leave the buildings by the nearest classroom or building exit upon hearing the building alarm or being notified of an emergency.

Designated essential personnel needed to continue or shut down critical operations, while an evacuation is underway, are responsible for recognizing and/or determining when to abandon the operation and evacuate themselves.

Contract workers will be made familiar with the procedures outlined herein, and are expected to leave the building when the alarm sounds.

• Fire alarms will be used to sound a building evacuation. Do not panic.
• Do not ignore the alarm.
• Leave the building immediately, in an orderly fashion.
• Do not use elevators (not applicable at the UNLV Paradise Campus)
• Classes in session must be dismissed and students directed to leave.
• Follow quickest evacuation route from where you are (see posted floor evacuation diagram/maps posted in hallways or classrooms).
• Do not go back to your office area or classroom for any reason.
• Proceed to the designated emergency assembly point at the UNLV Paradise Campus.
• Seek out and give assistance to any disabled persons in the area, if you can do so safely. If you cannot assist, alert emergency responders to the situation.

Follow instructions of UNLV Police Officers or other properly identified emergency personnel.
Evacuation Procedures for a Person with a Disability

Persons with a disability or medical condition may not be able to evacuate without special assistance. The following options may be considered in this situation:

- **Horizontal Evacuation** - Move away from the area of imminent danger to a safe distance.
- **Stay in Place** - Unless there is imminent danger, remain in a location with available communication, fire rated construction, and a fire suppression system, if possible. Dial UNLV Police Dept. or 911 with the location where assistance is required.
- **Area of Refuge** - If the person with a disability cannot get far away from the danger using Horizontal Evacuation, and the present location is imminently dangerous, then that person should seek an Area of Refuge away from danger. Dial UNLV Police Dept. or 911 with the location where assistance is required.

Area of Refuge Requirements

1007.6 Areas of refuge. Every required area of refuge shall be accessible from the space it serves by an accessible means of egress. The maximum travel distance from any accessible space to an area of refuge shall not exceed the travel distance permitted for the occupancy in accordance with Section 1016.1. Every required area of refuge shall have I direct access to a stairway complying with Section 1007.3 or an elevator complying with Section 1007.4. Where an elevator lobby is used as an area of refuge, the shaft and lobby shall comply with Section 1022.10 for smoke proof enclosures except where the elevators are in an area of refuge formed by a horizontal exit or smoke barrier.

1007.6.1 Size. Each area of refuge shall be sized to accommodate one wheelchair space of 30 inches by 48 inches (762 mm by 1219 mm) for each 200 occupants or portion thereof, based on the occupant load of the area of refuge and areas served by the area of refuge. Such wheelchair spaces shall not reduce the required means of egress width. Access to any of the required wheelchair spaces in an area of refuge shall not be obstructed by more than one adjoining wheelchair space. 2012INTERNATIONAL FIRE CODE® • I

1007.6.2 Separation. Each area of refuge shall be separated from the remainder of the story by a smoke barrier complying with Section 709 of the International Building Code or a horizontal exit complying with Section 1025. Each area of refuge shall be designed to minimize the intrusion of smoke. Exception: Areas of refuge located within an enclosure for exit access stairways or interior exit stairways. [B]
1007.6.3 Two-way communication. Areas of refuge shall be provided with a two-way communication system complying with Sections 1007.8.1 and 1007.8.2.

**Areas of Refuge**
The following are areas of refuge: Also locations identified on floor plans:

<table>
<thead>
<tr>
<th>Floor #</th>
<th>Safe Areas</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not applicable</td>
<td>Not applicable due to UNLV Paradise Campus having only single story buildings. There are no multi-story buildings on this campus.</td>
</tr>
</tbody>
</table>

**Discovery of Fire in the Building**
Upon the discovery of a hostile fire in any university building, the following emergency procedures are to be implemented:

The acronym R.A.C.E will assist building occupants in remembering the correct emergency procedure implementation.

**Rescue**-Rescue anyone in immediate danger from the fire, if it does not endanger your life.

**Alarm**-sound the building fire alarm by activating a pull station, if available, and calling UNLV Police Dept. at **5-3669** from any campus telephone 24 hours a day or **702-895-3669** from a cellular phone. (Refer to procedure above)

**Confine**-Confine the fire to as small an area as possible by closing all doors and windows near the fire, if safe to do so.

**Extinguish**-Extinguish the fire with the proper fire extinguisher or **Evacuate** the building if the fire is too large for a fire extinguisher. (Refer to Building Evacuation procedure above)

Portable fire extinguishers can be used to suppress or extinguish a fire in its incipient, or beginning, stages. To be effective, building occupants must be trained in the proper use of portable fire extinguishers. This training includes the identification of different classes of fire and the appropriate selection of a portable extinguisher. The use of an inappropriate fire extinguisher on a fire may result in the extinguishing agent being ineffective or even making the situation worse and spreading the fire.
AED Locations
Automated External Defibrillators (AEDs) are for use when a person is having a cardiac event. AEDs are designed to be used by anyone, as the machine will guide users through the process of activating the unit.

AEDs are located in the following areas: Also locations identified on floor plans

<table>
<thead>
<tr>
<th>Floor #</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>PAR 100 Building</td>
<td>PAR 100 Main Lobby: Adjacent and just outside of PAR 113 Office</td>
</tr>
<tr>
<td>PAR 500 Building</td>
<td>PAR 500 Lobby: In hallway across from PAR 501 Office</td>
</tr>
</tbody>
</table>

Evacuation Assembly Points
When the alarm sounds, all occupants within the building must evacuate and report to an assigned evacuation assembly point. The evacuation assembly points for the UNLV Paradise Campus buildings are designated as listed below:

<table>
<thead>
<tr>
<th>Building Area Designation</th>
<th>Evacuation Assembly Point</th>
</tr>
</thead>
<tbody>
<tr>
<td>Paradise Campus Evacuation area</td>
<td>Northeast corner of the community park area. The community park area is on the south side of the Paradise Campus.</td>
</tr>
</tbody>
</table>

Roll takers

<table>
<thead>
<tr>
<th>Member</th>
<th>Assignment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cristen Ephlin</td>
<td>Client Services – Roll Taker 1</td>
</tr>
<tr>
<td>Kyle Yahiro-Okino</td>
<td>Division Services – Roll Taker 2</td>
</tr>
<tr>
<td>Rochelle Sanchez</td>
<td>Educational Outreach Admin – Roll Taker 1</td>
</tr>
<tr>
<td>Sharon Altman</td>
<td>Educational Outreach Admin – Roll Taker 2</td>
</tr>
<tr>
<td>Janelle Calderon</td>
<td>Cannon Survey Center – Roll Taker 1</td>
</tr>
<tr>
<td>Shania Osburn</td>
<td>Cannon Survey Center – Roll Taker 2</td>
</tr>
<tr>
<td>Ruthanne Hogan</td>
<td>Continuing Education – Roll Taker 1</td>
</tr>
</tbody>
</table>
Building Emergency Plan Committee Members

The following is a list of Building Emergency Plan Committee Members. Members are responsible for annually updating and revising the Building Emergency Plan, attending safety meetings and discussing building safety issues as a group. Members are selected on a volunteer basis.

List name, phone and/or cell phone, and email.

Building Emergency Plan Committee Members:

<table>
<thead>
<tr>
<th>Member</th>
<th>Assignment</th>
<th>Email</th>
<th>Office Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kyle Yahiro-Okino</td>
<td>Building Safety Coordinator/Building Proctor</td>
<td><a href="mailto:kyle.yahiroookino@unlv.edu">kyle.yahiroookino@unlv.edu</a></td>
<td>702-895-4490</td>
</tr>
<tr>
<td>Emanuel Urbina</td>
<td>Alternate Building Safety Coordinator</td>
<td><a href="mailto:emanuel.urbina@unlv.edu">emanuel.urbina@unlv.edu</a></td>
<td>702-895-3394</td>
</tr>
<tr>
<td>Cristen Ephlin</td>
<td>Facilities committee member</td>
<td><a href="mailto:cristen.ephlin@unlv.edu">cristen.ephlin@unlv.edu</a></td>
<td>702-895-1022</td>
</tr>
<tr>
<td>Tami Langohr</td>
<td>Facilities committee member</td>
<td><a href="mailto:tami.langohr@unlv.edu">tami.langohr@unlv.edu</a></td>
<td>702-895-2941</td>
</tr>
<tr>
<td>Joshua Carpenter</td>
<td>Facilities committee member</td>
<td><a href="mailto:joshua.carpenter@unlv.edu">joshua.carpenter@unlv.edu</a></td>
<td>702-895-5959</td>
</tr>
</tbody>
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