EMERGENCY RESPONSE & EVACUATION INFORMATION

Student Union

This Facility’s Emergency Phone Number:
911 from on-campus Phone OR
702-895-3668 from off-campus phone

Department Evacuation Locations:
Unless you are designated as a proctor for the facility, departments should evacuate to the following areas:

Student Union North Entrance by Flora Dugan Humanities (FDH)
Department(s):
- * Information Technology Help Desk
- * Rebel Card 2nd Floor Office and staff
- * Rebel Card 1st Floor Office and staff

Student Union South Side by Greenspun Hall
Department(s):
- * Aramark Kitchen staff/team members
- * Aramark Management and Supervisors
- * Aramark Catering staff/team members
- * Student Union Custodial staff/team members

Student Union North Entrance by Pida Plaza/Game Room
Department(s):
- * Game Room
- * Campus Life Assessment staff
- * Campus Life Business Office staff

Student Union East Entrance Parking Lot
Department(s):
- Student Union & Event Services 314 Office Staff
- Student Union & Event Services 221 Office Staff
- * Student Union & Event Services 315 Office Staff

Student Union South by Courtyard & Bookstore
Department(s):
- * SORCE Room
- * GPSA
- * CSUN
- * Rebel Yell
- * Aramark Retail Staff (Jamba Juice, POD Convenience Store)

EMERGENCY RESPONSE TEAM FOR STUDENT UNION:
Emergency Coordinator: Jon Tucker
Alternate Emergency Coordinator: Ron Buncombe
Floor Proctors/Door Monitors:

Area 1 Proctor – Ron Buncombe (Melissa Hengst)
SUES - Area to Check: SU 1st Floor Common Space
SUES - Area to Proceed to: Information Desk (Incident Command Center)

Area 2 Proctor – Peter Degan (Christine Siderakis)
Non-SUES - Area to Check: All Aramark Operations including kitchen, food retail and service hallway
Non -SUES - Area to Proceed to: Loading Dock (monitor employees and associated staff)

Area 3 Proctor – Joe Pugh (Brend Herget)
SUES - Area to Check: Game Room, US Bank, Multicultural Center, YUMZ, Rebel Copy & Send
SUES - Proceed to Information Desk for monitoring assignment

Area 4 Proctor – Riley Sullivan (Cathy Robinson)
SUES - Area to Check: Building 2nd Floor Meeting Spaces & 1st Floor Theatre Complex
SUES - Proceed to Information Desk for monitoring assignment

Area 5 Proctor – Barbara Blue (Angel Jimenez)
SUES - Area to Check: All non-meeting spaces Student Union Second Floor including restrooms
SUES - Proceed to Information Desk for monitoring assignment
Non-SUES – Proceed to FDH Exit. Wait for “clear signal” to re-enter the building

Area 6 Proctor – Savannah Baltera (Nathan Hanke)
SED - Area to Check: CSUN, Rebel Yell, SORCE and GPSA
SED – Proceed to Information Desk to check-in with EC; proceed to FDH Entrance

Area 7 Proctor– Rosita Chapman (Marni Dow)
SUES - Area to Check: Student Engagement & Diversity
SUES - Proceed to Information Desk for monitoring assignment

Area 8 Proctor– Elaine Richards (Jamie Taylor)
SUES - Area to Check: Administrative Area 314, 315, Rebel Card Offices
SUES - Proceed to Information Desk for monitoring assignment

All unassigned Full-Time Student Engagement and Diversity (SED) Staff to report immediately to the Information Desk for monitoring assignments.

SPECIAL ASSISTANCE: If Needed, Contact Jon Tucker (Emergency Coordinator)
STAIR LOCATIONS: East Stairwell (facing Maryland Parkway), South Stairwell (at end of hallway on 2nd and 3rd floors), West Stairwell (back hallway behind Ballroom)
ELEVATORS: Do Not Use in case of an Emergency

Effective Date: April 2016
Updated By: Keith McMath, Student Union & Event Services

If this information is incorrect or becomes outdated, please notify your Emergency Coordinator or their designee.