

Associated Technical College Emergency Response and Evacuation Procedures

- All students are encouraged and required to immediately notify the campus community of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students/employees occurring on campus
- The campus community will, without delay, determine the content of the notification and initiate the notification system, unless the notification will compromise efforts to assist victims or otherwise mitigate the emergency.
- Upon any emergency event, the campus community will quickly assess the significance of the event and will determine the appropriate action to be taken. The phone paging system will notify all directors, supervisors and heads of department to alert the occupants of the building and issue instructions for responding, including evacuation, if deemed necessary.
- Below are the name of the appropriate personnel as well as the departments that will initiate and/or will be responsible for carrying out the emergency process:
 - Campus personnel- ATC, San Diego
 - Ali Pourhosseini, Director
 - Gary Giguere, Program Coordinator
- The campus community and the campus' security officers will carry out at least one emergency evacuation annually. These emergency evacuation exercises may be pre-announced or unannounced.

