



Santa Cruz Consolidated
Emergency Communications Center

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Michael J. McDougall
General Manager

9-1-1 FIRE
POLICE
MEDICAL

**COMMUNICATIONS PERSONNEL
SAFETY PROGRAM PROCEDURE**

Procedure No: 2182

Date Issued: April 27, 1999

Date Revised:

APPROVED: _____

Michael J. McDougall
General Manager, SCCECC

**SUBJECT: SAFETY PROCEDURE IN CASE OF FIRE OR EXPLOSION IN THE
BUILDING**

- 1.0 The on-duty Supervisor (or Dispatcher III, in the absence of the Supervisor) is responsible for directing and coordinating all activities relating to the emergency response and the return to normal operations.
 - 1.1 The Supervisor/Lead shall act to extinguish the fire (if safe to do so). The Supervisor/Lead shall coordinate the necessary evacuation and activation of the alternate site. The Supervisor/Lead shall notify the General Manager as soon as possible.
 - 1.2 The Fire Dispatcher shall dispatch the Fire Department, if safe to do so.
 - 1.3 SCCECC personnel, during evacuation, should respond to the field across from the visitor parking lot to await instructions. Do not take vehicles during emergency evacuation procedures. Direct firefighters to the scene.