Emergency Preparedness and Action Plan

Program Information				
Program/Activity Name:				
Location of Primary Activity:				
Program Dates (Travel-inclusive):				
Faculty Director/Trip Leader:				
Designated Backup Leader:				
Communications and Contact Information				
International Calling Country Code:				

Program Faculty & Staff Insert additional rows or sheets as needed

Name & Role	Location Address	Contact Phone #s	Email
		Cell:	
Trip Leader		Other:	
		Cell:	
Designated Backup		Other:	
		Cell:	
Dept. Emergency Contact		Other:	
		Cell:	
Partner Institution Contact		Other:	
		Cell:	
		Other:	
		Cell:	
		Other:	

Student Participants

Insert additional rows or sheets as needed

Name	Location Address	Contact Phone #s	Email

Assistance Providers

Country 9-1-1 Equivalent:

Local Police: Local Fire: Local Ambulance:
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Local Medical Care

Туре	Name	Location Address	Contact Phone #s
Hospital			
Clinic			
Physician			
Mental Health Provider			
Pharmacy			

U.S. Embassy	Direct dial from US	S:	Website:
LOCATION:	In-Country Phone:		Email:
	Local Phone:		
	Fax:		
	After-hours Emerg	ency Instructions:	
U.S. Consulat	e Direct dial from US	S:	Website:
LOCATION:	In-Country Phone:		E-mail:
	Local Phone:		Z main
	Fax:		
	For immediate ass	sistance call using +1 number	24-hour Travel Assistance Center:
Europ Assistance	on insurance card		ops@europassistance-usa.com
UC Travel Assistance Se Provider (covered under Unsurance)			24-hour Identity Theft Assistance Center: idtheft@europassistance-usa.com
	Systems Customer Service		Access through UC Trip Planner:
iJET Intelligent Risk	Systems +1-443-716-2419 (0		https://ermsp.ucop.edu/uctrip/enterERM.do
UC Security Assistance S Provider (covered under Unsurance)			

UCPD	IN AN EMERGENCY (510) 642-3333 NON-EMERGENCY NUMBER 24-HOUR (510) 642-6760	
UCB Risk Management	Night/Weekend Emergencies (510) 289-8282 Campus Risk Manager: Andy Goldblatt (510) 643-9317	

Risk Assessment Review

Review Risk Assessment Tool and Proposed Controls. Identify an emergency response protocol for any risks rated common or likely to occur: $\frac{1}{2}$

Natural or Enviro	onmental Disasters
Risk Event	Mitigation & Emergency Response
Health/Medical I	Imorgoney
Risk Event	Mitigation & Emergency Response
IOISK EVCIT	Management & Emergency response
Personal Safety/	Crime Threats Mitigation & Emergency Response
Risk Event	Mitigation & Emergency Response
Technical/Infrast Risk Event	tructure Failures
RISK Event	Mitigation & Emergency Response
Sociopolitical	
Risk Event	Mitigation & Emergency Response
Other	Mar. at a D
Risk Event	Mitigation & Emergency Response

Personal Emergency Plan						
	Sufficient emergency cash on hand Adequate supply of prescription medications Photocopies of passport, plane ticket, and all other important documents Emergency numbers contact card AND UC Trip Insurance Card on hand at all times		Know how to ask for help in local language Cell phone charged and powered on: avoid turning off for long periods of time Ready-made first aid kit Check email daily			
PI	PRIMARY MEETING PLACE in case of emergency:					
Di	rections to PRIMARY Meeting Place:					
Al	TERNATE MEETING PLACE in case of emerger	ıcy:				
Directions to ALTERNATE Meeting Place:						
Alternative ways to communicate if regular means go down:						
Location of first aid kit/basic emergency supplies:						