October 12, 2023

Dear Resident,

Safety is our first priority. We want to be sure that you are prepared to deal with emergency evacuations that might occur while living in UC San Diego Residential Housing facilities. To that end, we have scheduled a simulated emergency evacuation drill for Thursday, October 19, 2023.

- The drill and your participation are estimated to take approximately 30-45 minutes, depending on community design and staffing.
- Fire alarms will be activated and elevators will be shut down during the drill.
- All buildings will be entirely evacuated; the very earliest you will be permitted to re-enter your residence is when the buildings are cleared and you receive permission from University staff.
- Close and lock doors in your living space as you leave. University staff will be closing and locking doors as well. Be sure to take your keys and Student ID to re-enter the building and your living space following the drill.
- If you have a class or work at 8am, you should evacuate your space with everything you need. You will not be able to re-enter the Residential facilities (rooms, suites, apartments, dining facilities, etc.) until all facilities have been cleared.

Your full cooperation in the drill on Thursday October 19th will be greatly appreciated. We hope that such an exercise will benefit you. Our emergency exit plan can be found at https://hdhhome.ucsd.edu/_files/Emergency-Evacuation-Plan.pdf. Your Residence Life Staff will be spending additional time with you to explain the procedure and your role in this exercise. If you need to be absent or away from campus at the time of the drill, make sure to contact your Resident Assistant/House Advisor so they can provide you with the information on evacuation procedures. Please note that failure to respond or leave the building in response to the alarm may result in a student conduct referral to the Center for Student Accountability, Growth, and Education (SAGE).

If you need an accommodation because something prevents you from being able to safely participate in the mandatory drill you will be expected to contact your Residential Life Office at least 2 business days prior to the scheduled drill to notify them and develop an evacuation/notification plan that you would also use in the event of a real emergency.

The Dining Restaurants will also be holding a Power Outage Simulation Drill, to familiarize students on where to assemble in the event of a power outage or an emergency that affects the regular operation of the dining facilities.
  - All Dining and Market operations will attend the morning drill at their respective colleges to participate and share the same experience as our students.
  - Dining and Market locations will open their doors at 7:30am to all students and resume business as usual. Students should not be going to the Dining and Market locations prior to 7:30am as all residential areas are participating in the simulated emergency evacuation drill.
  - At 3:00 pm, All Dining, Market and Specialty locations will close their doors and simulate an emergency drill and review all pertinent protocols and assignments.
  - At 4:00 pm all Dining, Market, and Specialty locations will re-open for regular service, and remain so until close of business that day.
Should you have any questions, please contact your Residence Life Office directly.

Thank you in advance for your participation in this important training.

Sincerely,

[Signature]

Martin Reed,
Senior Director of Housing Services
Housing•Dining•Hospitality Services