

**Los Angeles Police Department
Counter-Terrorism and Special Operations Bureau**

**EMERGENCY PREPAREDNESS
*BULLETIN***

Volume 10, Number 09

Updated August 28, 2014

Prepared by Emergency Operations Division

**CONSIDERATIONS DURING AN EMERGENCY RESPONSE FOR
PEOPLE WITH DISABILITIES AND OTHERS WITH ACCESS AND
FUNCTIONAL NEEDS**

This Emergency Preparedness Bulletin was created to reflect new inclusive procedures and guidelines that should be referenced when interacting with community members and people with disabilities and others with access and functional needs during an emergency. This document provides a single point of reference to identify all revisions to the Department's Standard Operating Procedures. The following documents have been created or updated and need to be referenced during an emergency in the City:

- 1) **Pictograms for evacuations** are located in the Emergency Operations Guide (EOG), Volume 10, Emergency Preparedness Bulletin No. 9, April 2014.
- 2) **The Emergency Mass Communication Plan** can be found at the Public Information Office (PIO) or at Real-Time Analysis and Critical Response Division (RACR)
- 3) **The Emergency Preparedness Bulletin Vol. 10, No. 7** is located in the Emergency Operations Guide (EOG) Volume 10.
- 4) **The Emergency Preparedness Bulletin Vol. 10, No. 8** is located in the Emergency Operations Guide (EOG), Volume 10.
- 5) **The Press Conference / Community Meeting Planning Checklist** is located at the Public Information Office (PIO).
- 6) **Supervisor's Field Operations Guide Checklists** are located in the Emergency Operations Guide, Volume 2.
- 7) **The Command Officers Guide to Major Incidents** is located in the Emergency Operations Guide, Volume 4.
- 8) **The Brushfire Response Guide --2014** is located in the Emergency Operations Guide, Volume 10.

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During an emergency, any communication or evacuation notification has to be inclusionary of all people, including people with disabilities and others with access and functional needs. The above listed documents will help ensure that as a Department, we are operating within a unified command structure, embracing the whole community, and providing the best service to all the community members we serve and support.

NOTE: The City of Los Angeles provided documentation to its departments to be used as guidance during an emergency or crisis, which was used to create or modify the above listed documents. These documents have been listed below and are attached to this Emergency Preparedness Bulletin.

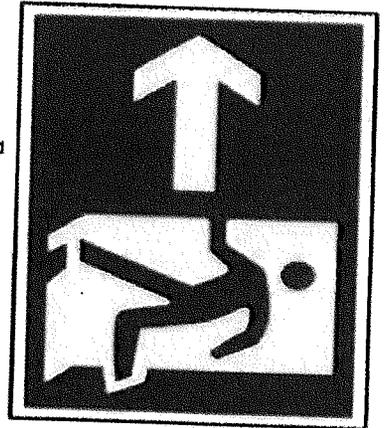
- City of Los Angeles Meeting and Public Events ADA Accessibility
- Press Conference Procedure Checklist
- ADA Guidance: Inclusionary, Accessible Messaging and Effective Communication

The Pictograms attached to this Bulletin must be available and ready to disseminate to personnel during an emergency involving an evacuation. At a minimum 50 copies will be kept in each Area Response Vehicle, 100 copies will be kept in each of the Incident Command Post Unit-Command Post Vehicles and 25 will be kept in each of the Major Incident Response Team vehicles. Emergency Operations Division will develop an audit schedule to ensure that the Bureau Special Event Coordinators audit their Area Response Vehicles for compliance.

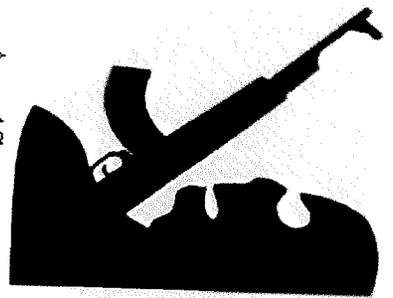
Any questions regarding the content of this bulletin should be directed to the Emergency Preparedness Unit, Emergency Operations Division, at (213) 486-5730.

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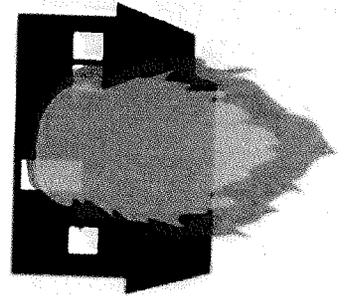
(Front of Pictogram)



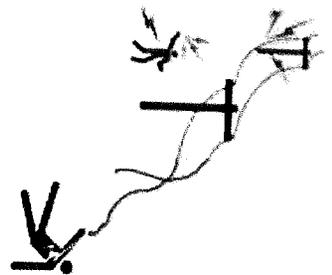
Evacuate



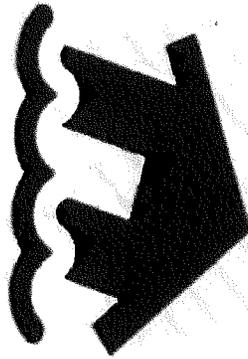
Armed Suspect



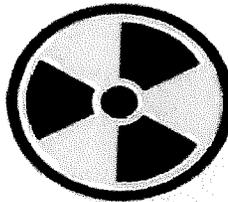
Fire



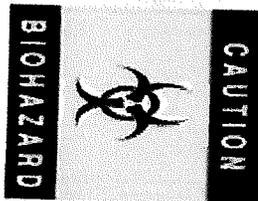
Electric Shock/Down Power Line



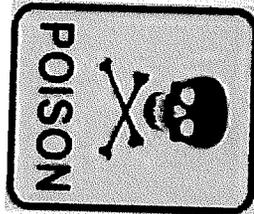
Flooding



Radioactive



Biohazard



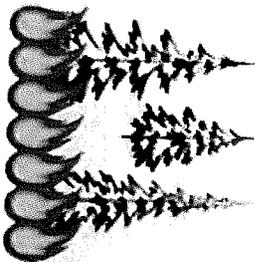
Poison/Toxic



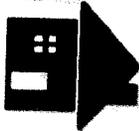
Earthquake



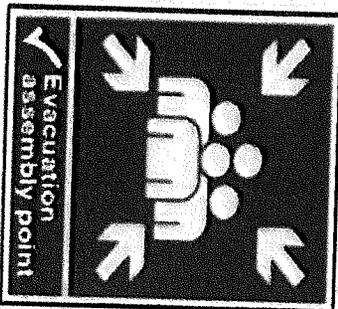
Tsunami



Brush Fire



Decontamination



Evacuation Assembly

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(Back of Pictogram)

Write message to community member below:

Suggested text:

You need to Evacuate because of an Emergency
Do you have any Pets/Animals?
Do you have a mobility device?

You should leave with me
Do you have Medication?

Leave Now
Are you here alone?