



UC SANTA BARBARA

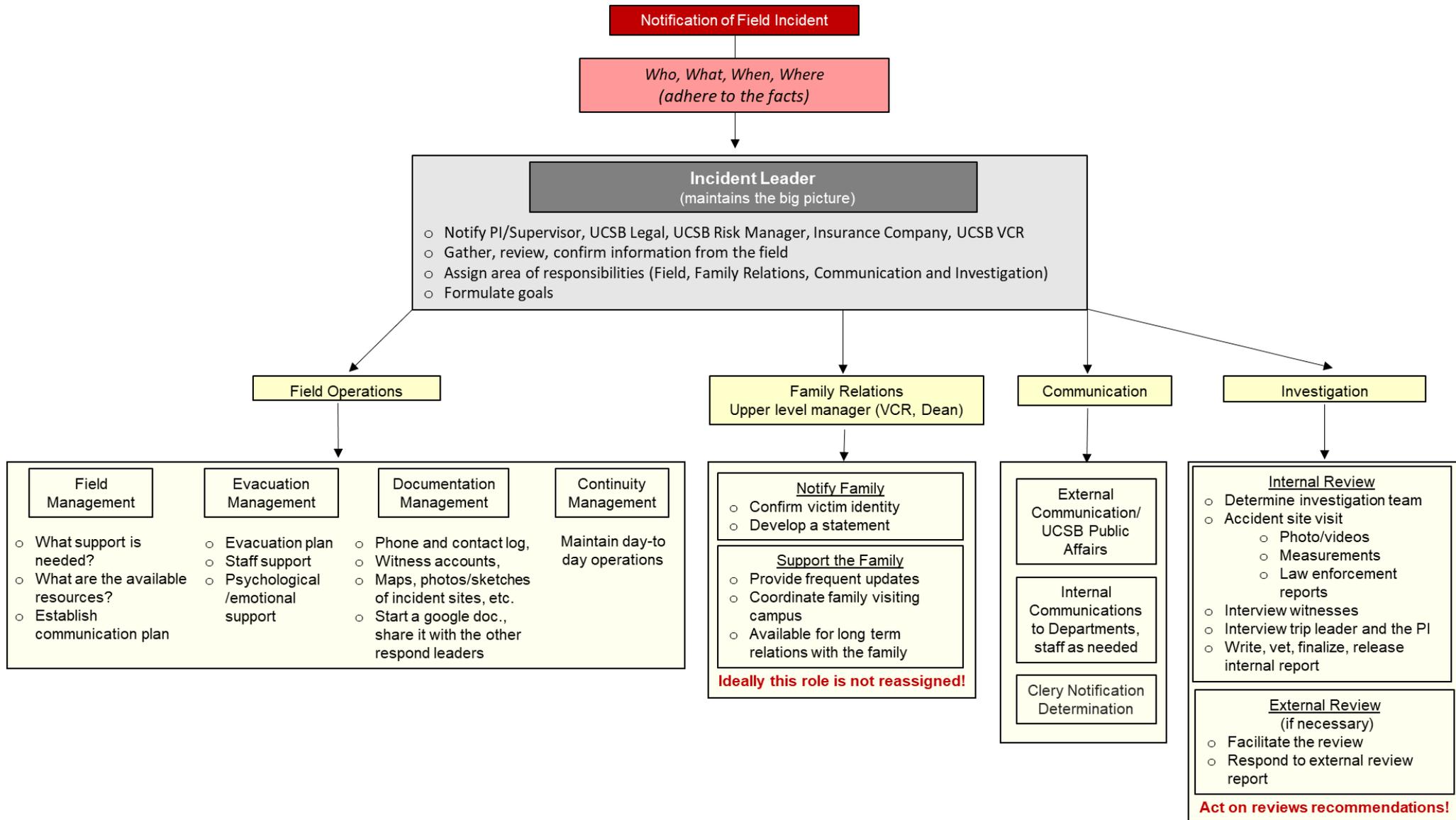
Crisis Management Plan

FIELD OPERATIONS

The following outline is adapted from the crisis management protocol used by NOLS (National Outdoor Leadership School).

It is intended to provide a management framework for campus and departmental response.

CRISIS RESPONSE FLOWCHART AND CHECKLIST:



BEFORE THE FIELD:

Customize the highlighted table entries (below) with phone numbers for the Principal Investigator, Department Chair or MSO, and additional contacts.

IN THE FIELD:

A crisis in the field is a serious incident:

- Fatality
- Serious injury (threat to life or limb)
- Serious illness (threat to life)
- Major environmental or political disturbance (flood, fire, earthquake, terrorism, etc.)

During a crisis in the field contact:			
Role	Main Contact	Secondary Contact	Back up
Principal Investigator			
Department Chair or MSO			
EH&S Director	Megan Sandy 805-698-0993	Alex Moretto 805-893-4899	EH&S tech line: 805-893-3194
UC Travel Insurance	24/7 numbers: 1-800-527-0218 (US) 1-410-453-6300 (outside US call collect)	1-866-451-7606 (From U.S. and Canada) 1-410-453-6330 (From outside the U.S.)	UCSB Risk Analyst: Ron Betancourt 805-893-5837

In case of crisis, initiate first aid response and emergency procedures. Start with the main contacts and leave a message if there is no answer. Continue on to secondary and back up contacts until contact is made. Report:

- Who
- What
- When
- Where

The report should be concise and factual.

ON CAMPUS:

Once notification of a crisis in the field comes in, initiate a response within the first hours following the flow chart and checklist on page 2.

Incident Leaders:

EH&S Director
EH&S Research Safety Manager
Department Chair and/or Chair of appropriate committee

Field Operations Leader:

Lab Manager:
Dive and Boat Safety Officer Eric Hessel 805-451-5099
Field Safety Coordinator Jamie Bishop 805-403-4874

Family Relations Leader:

Vice Chancellor of Research
College Dean

Communication Leader:

Department MSO
Office of Research

Incident Investigator:

Appropriate Committee or Control Board and experienced field researcher familiar with the victim's work.

Important phone numbers:			
Role	Main Contact	Secondary Contact	Back up
EH&S Director	Megan Sandy 805-698-0993	Alex Moretto 805-893-4899	EH&S tech line: 805-893-3194
EH&S Risk Manager	Megan Sandy 805-698-0993	Ron Betancourt 805-893-5837	Elena Grozeva 805-893-2029
EH&S Field Safety Officer	Jamie Bishop 805-893-8894	Alex Moretto 805-893-4899	Hector Acuna 805-893-8243
EH&S Dive Safety Officer	Eric Hessel 805-451-5099	Jamie Bishop 805-893-8894	Alex Moretto 805-893-4899
Family Relations	Joe Incandela will be notified by the Incident Commander		Cognizant Dean
Chief Campus Counsel (Legal)	Nancy G. Hamill 805-893-3459	Kelly Drumm 510-987-9765	Norman Hamill 510-987-9746
Public Affairs	Andrea Estrada 805 893-4620	Alex Parraga 805-893-3028	John Longbrake 805-893-2191
Clery Notification Coordinator	Jessica Fougere 805-893-2324	Matt Bowman 805-729-3288	UCSB Police 805-893-3446 (request on duty Lieutenant to call back)
UC Travel Insurance	24/7 numbers: 1-800-527-0218 (US)	1-410-453-6330 (From outside the U.S.)	UCSB Risk Manager: 805-893-4169

	1-410-453-6300 (outside US call collect)	1-866-451-7606 (From U.S. and Canada)	
UCSB Police	805-893-3446		
CAPS (Counseling & Psychological Services 24/7) 805-893-4411		Academic & Staff Assistance Program 805-893-3318	
Title IX	805-893-2701		
Student Health	24hr Nurse line: 800-539-1387	Vejas Skripkus, (858) 829-2552	Edwin Feliciano (805) 8838147