# Cubberley Emergency Supplies

<table>
<thead>
<tr>
<th>Quantity (per building)</th>
<th>Item Description</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>First Aid</strong></td>
<td>Emergency First Aid Kit. Contents:</td>
<td>Breakroom of Dean’s Lobby</td>
</tr>
</tbody>
</table>
| One Kit | • Antiseptic Towels  
• Band-Aids  
• CPR Mouth Barriers  
• Gauze Pads  
• Gloves (all sizes)  
• Instant cold packs and hot packs  
• First Aid Handbook  
• Non-adherent pads  
• Medical scissors  
• Moist sanitary cleansing towelettes  
• Tweezers  
• Hand sanitizer  
• Saline rinse  
• Antibacterial cream  
• Aluminized thermal blanket  
Ibuprofen  
Acetaminophen  
Mini tissue packs  
Face masks | |
| 50 Packs | Automated External Defibrillator (AED) |  
First Floor Outside Elevator |
| 50 Packs | |  
3 packs  
50 Masks |
| 1 | |  
1 |

<table>
<thead>
<tr>
<th><strong>Food</strong></th>
<th>Emergency Meals</th>
<th>Breakroom of Dean’s Lobby</th>
</tr>
</thead>
</table>
| 8 bags  | MRE’s (Meals Ready to Eat)  
Emergency drinking Water |  
40 pouches | |

<table>
<thead>
<tr>
<th><strong>Supplies</strong></th>
<th>Tool Kit</th>
<th>Breakroom of Dean’s Lobby</th>
</tr>
</thead>
<tbody>
<tr>
<td>One Kit</td>
<td>Contents:</td>
<td></td>
</tr>
</tbody>
</table>
• Wrench  
• Screwdriver  
• Hammer  
• Pliers  
Utility Knife  
Garbage Bags and Ties |  
1 |
| 70 | |  
1 |
Evacuation Plan:

If for any Reason Evacuation in Required (Earthquake, Fire, or any other Emergencies) Please:

1. Evacuate the building – USE THE STAIRS, NEVER USE THE ELEVATOR.

2. Go to your Emergency Assembly Point (Outside of Green Library) – take your personal belongings in case you can’t reenter the building.

3. Wait for instructions from fire department and team leaders.
Prepare your own personal emergency plan, and keep a personal emergency kit at your desk. This should include a flashlight, back-up eyeglasses, medication, sturdy shoes, a sweater, snacks, and personal emergency contact numbers.

<table>
<thead>
<tr>
<th>Important Contacts</th>
<th>Bldg/Room</th>
<th>Office Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Debbie Belanger (Facilities Director)</td>
<td>CERAS 120</td>
<td>650-723-2453</td>
</tr>
<tr>
<td>Priscilla Fiden (Admin. Operations)</td>
<td>CU-102</td>
<td>650-723-9994</td>
</tr>
<tr>
<td>Elizabeth Munoz (Senior Admin. Asst.)</td>
<td>Littlefield 372</td>
<td>650-723-3099</td>
</tr>
<tr>
<td>Amy Gerstein (Exec. Director)</td>
<td>Littlefield</td>
<td></td>
</tr>
<tr>
<td>Nancy Mancini (Asst. Dir. of Admin.)</td>
<td>Littlefield</td>
<td></td>
</tr>
</tbody>
</table>

**Emergency Phone Numbers**

- Facilities Quick Response: 650-723-2281, dial 1
- Emergency – Urgent: 9-911 from campus phones, 911 from any other phone
- Emergency Hotlines: 650-725-5555 (55555 from campus phones), 844-ALERTSU (253-7878)