

Cubberley Emergency Supplies

Quantity (per building)	Item Description	Location
<p>First Aid One Kit</p> <p>50 Packs 50 Packs 3 packs 50 Masks</p> <p style="text-align: center;">1</p>	<p>Emergency First Aid Kit. Contents:</p> <ul style="list-style-type: none"> • 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 <p>Ibuprofen Acetaminophen Mini tissue packs Face masks</p>	<p>Breakroom of Dean's Lobby</p>
<p>Food 8 bags 40 pouches</p>	<p>Emergency Meals MRE's (Meals Ready to Eat) Emergency drinking Water</p>	<p>Breakroom of Dean's Lobby</p>
<p>Supplies One Kit</p> <p>1 70</p>	<p>Tool Kit Contents:</p> <ul style="list-style-type: none"> • Wrench • Screwdriver • Hammer • Pliers <p>Utility Knife Garbage Bags and Ties</p>	<p>Breakroom of Dean's Lobby</p>

1 1 1 1 1 4 1 Pack 1 3 2 Rolls 3	Power strip Extension cord Scissors Flashlights (hand-crank) Duct tape Whistles Rubber bands Notebook Pens Toilet Paper Emergency Blankets	Breakroom of Dean's Lobby
Communication 1 1 1 1 50 per pack 3 bottles	Emergency Radio (hand-crank AM/FM) Emergency Contact List Stanford Map and Directory Emergency Plan Binder Safety Pins (Assorted sizes) Sunscreen	Breakroom of Dean's Lobby

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.

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

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)
Stanford websites.....	http://emergency.stanford.edu http://police.stanford.edu http://ed.stanford.edu