



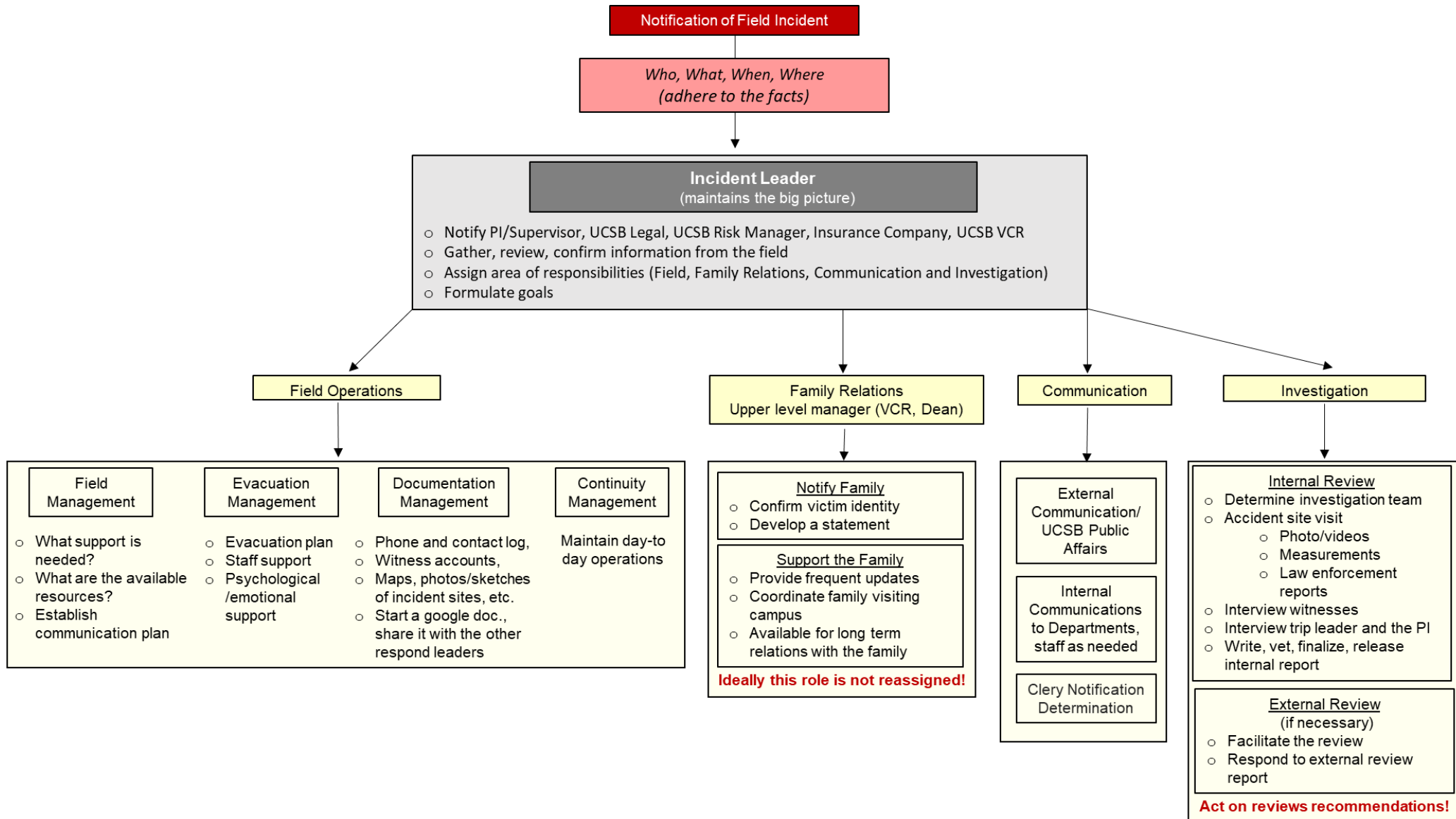
# UC SANTA BARBARA

## 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/departmental response.

**CRISIS RESPONSE FLOWCHART AND CHECKLIST:**



**IN THE FIELD:**

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.)

<b>During a crisis in the field contact:</b>			
<b>Role</b>	<b>Main Contact</b>	<b>Secondary Contact</b>	<b>Back up</b>
Principal Investigator			
Earth Science Business Officer	Jaima Ortega 805-729-5459	Todd Penniman 805-280-5563	Susannah Porter 805-755-9241
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 respond and emergency procedures. Contact the numbers above and 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 Officer Nelly Traitcheva 805-680-2118

**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 victims work

<b>Important phone numbers:</b>			
<b>Role</b>	<b>Main Contact</b>	<b>Secondary Contact</b>	<b>Back up</b>
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	Nelly Traitcheva 805-680-2118	Alex Moretto 805-893-4899	Hector Acuna 805-893-8243
EH&S Dive Safety Officer	Eric Hessel 805-451-5099	Nelly Traitcheva 805-680-2118	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) 1-410-453-6300 (outside US call collect)	1-410-453-6330 (From outside the U.S.) 1-866-451-7606 (From U.S. and Canada)	UCSB Risk Manager: 805-893-4169
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