UMass Boston Campus Wide Evacuation Plan
February 21, 2018

1.0 Purpose and Scope

1.1 Purpose: The purpose of this plan is to establish procedures to be taken in the event a campus-wide evacuation of students, faculty and staff becomes necessary. It is intended to be activated in conjunction with the UMass Boston Emergency Operations Plan as well as Building and Plaza Evacuation Plans to ensure a safe, orderly and efficient evacuation off of the Columbia Point Peninsula.

1.2 Neighbors: This plan has as its primary focus members of the UMass Boston community (students, staff, faculty, and visitors). It does not specify the evacuation actions of campus neighbors located on Columbia Point.

1.3 Scope: The scope of this plan includes both pedestrian and vehicular evacuation of the UMass Boston campus. It does not include or make provision for any type of overnight shelter on campus. UMass Boston does not currently have student residence halls. UMass Boston students residing in Boston neighborhoods would be directed to seek refuge in City of Boston shelters if necessary.

1.4 Command: This plan is to be used for a campus-wide evacuation for either a campus emergency or as part of a citywide emergency. UMass Boston Police will direct campus-wide evacuation from campus to City evacuation routes and the MBTA.

2.0 Assumptions

2.1 Threats and Hazards: Evacuation of the UMass Boston campus may be necessary in part or in entirety due to fire, flood, loss of power, exposure to a chemical spill or radiation, confirmed campus-wide bomb threat, structural damage to buildings/substructure, or for any conditions under which the environment cannot support ongoing operations.

2.2 Geography: UMass Boston is located on a peninsula with two routes on and off campus. On the northwest side of campus, there is access at Mount Vernon Street and on the southern side of campus, there is access to Morrissey Boulevard. The peninsula is shared by the JFK Library, EMK Institute and Massachusetts State Archives, all of which rely on campus bus service to the MBTA. It should be noted that Morrissey Boulevard to the south of UMass Boston and parts of Mount Vernon Street and Day Boulevard are known to flood and may impede travel.

2.3 Population: UMass Boston’s enrollment is over 16K students. The campus has over 3,000 employees. Numerous youth groups and neighborhood organizations visit the campus throughout the year. There are K-12 summer programs held on campus as well as a year-round program for older adults. There are no residence halls on campus.
2.4 Parking and Transportation: Approximately 50% of the campus population commutes by car. During the week, parking lots holding 1,053 cars on campus and 1,300 at Bayside fill in the morning and remain full for most of the day. Approximately 50% of the campus population relies on the MBTA at the JFK/UMass Red Line and Commuter Rail station. The campus is served by MBTA bus routes 8 and 16. UMass Boston routinely runs three shuttle bus routes: 1 connecting the campus to the MBTA station, 2 connecting the campus and JFK Library/EMKI/Archives to the MBTA station and 3, connecting the Bayside parking lot to the campus. During a campus-wide evacuation, routine bus routes will likely be changed to facilitate evacuation and access to cars parked in campus lots may be affected.

2.5 Staff: During an evacuation staff and faculty may be asked to function outside their normal scopes of responsibilities. Fire Safety Volunteers and Emergency Response Staff are encouraged to assist with a campus-wide evacuation. Non-essential staff not permitted on campus during an evacuation.

2.6 Zones: This plan proposes that the campus is divided into two Evacuation Zones, North and South. Both are indicated on the Evacuation Map, attached. Depending on the type of evacuation, zones of campus may be directed to leave first.

- **North Zone**: Service and Supply, Quinn, Clark, Science, Campus Center, University Hall.
- **South Zone**: Wheatley, McCormack, Healey and ISC.

If traffic congestion is significant, normal shuttle bus routes may be suspended to allow for bus pickup only at two locations on the perimeter of campus. See map legend for locations.

- **North Zone Evacuation Bus Stop**: Located at the end of Mount Vernon Street behind Residence Hall.
- **South Zone Evacuation Bus Stop**: Located outside the Integrated Sciences Complex.

2.7 Gathering Area: Joe Moakley Park in Dorchester, MA has been established as a Gathering Area in the event of a campus-wide evacuation. If it is determined safe, UMass Boston staff, faculty, and students should gather in this area in order to account for one another, take care of any immediate problems, and to obtain further instructions from First Responders.

3.0 Declaration

3.1 Decision: The decision for partial or complete evacuation of the UMass Boston Campus may be made by a public agency such as the Governor’s Office, the MA State Police, the Mayor’s Office, Boston Mayor’s Office of Emergency Management, Boston Police and Boston Fire Department, or by the UMass Boston Incident Commander.

3.2 Evacuation Notification: The UMass Boston Alert System including the campus exterior loudspeakers will be used to communicate a campus evacuation.

3.3 City Point of Contact: All communications from the Boston Police Department and the city of Boston regarding Evacuation Orders shall be made to UMass Boston Police Department.
3.4 **Campus Activation:** Campus-wide evacuation will require the declaration of campus emergency, activation of the Emergency Operations Plan, notification of the System Office, and notification of Emergency Response staff required to assist with the emergency per the campus Emergency Operations Plan.

4.0 **Procedures**

4.1 **Notification:** UMass Boston Police will signal campus wide evacuation via the UMass Boston Alert System including the exterior loudspeakers. Communications will issue follow-up alerts, per the UMass Boston Alert System Policy.

4.2 **Traffic and Pedestrian Routes:** UMass Boston Police will work with the City and state public safety agencies to ensure that evacuation routes are kept open and monitored. UMass Boston Police will assess traffic congestion and determine what level evacuation procedures to implement. Please see chart below:

<table>
<thead>
<tr>
<th>Conditions</th>
<th>Vehicles</th>
<th>Shuttle Buses</th>
<th>The Ride</th>
<th>Pedestrians</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>OPTION A:</strong> Accelerated Closure</td>
<td>Morrissey/Mt. Vernon passable.</td>
<td>Vehicles may be driven off campus.</td>
<td>Run regular routes, with added buses rallied for evacuation.</td>
<td>Regular Pickup Locations.</td>
</tr>
<tr>
<td><strong>OPTION B:</strong> Vehicle and Pedestrian</td>
<td>Morrissey/Mt. Vernon passable, but with increased traffic congestion.</td>
<td>Vehicles may be driven off campus.</td>
<td>Shuttle buses shifted to pick up only at the Evacuation Bus Stops (see map).</td>
<td>Pickup Location as directed by Public Safety.</td>
</tr>
<tr>
<td><strong>OPTION C:</strong> Pedestrian Only</td>
<td>Critical Morrissey/Mt. Vernon not passable. Traffic gridlocked in local area or has potential to become gridlocked.</td>
<td>Vehicles may not be driven off campus due to traffic congestion.</td>
<td>Shuttle buses not able to transport due to traffic congestion.</td>
<td>Pickup Location as directed by Public Safety.</td>
</tr>
</tbody>
</table>
4.3 **Scenarios:** The following chart provides guidance relative to different evacuation scenarios. It shows that responses to different types of emergencies differ greatly depending on specific dangers.

<table>
<thead>
<tr>
<th>Scenario</th>
<th>Area Most Impacted</th>
<th>Response Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Active Shooter on campus</td>
<td>Campus - Peninsula</td>
<td>Individual response depends on location of danger. “Get out. Keep out. Take out” per “Staying Safe on Campus” Training. Although some may shelter in place, many will self-evacuate.</td>
</tr>
<tr>
<td>Confirmed presence of a IED/bomb on campus</td>
<td>Campus- Peninsula</td>
<td>Evacuate, following the directions of Public Safety.</td>
</tr>
<tr>
<td>Earthquake</td>
<td>City/Region</td>
<td>“Drop, cover, hold on” then evacuate per Great Shakeout Drill.</td>
</tr>
<tr>
<td>Plane crash on campus</td>
<td>Campus/City</td>
<td>Evacuate, following the directions of First Responders.</td>
</tr>
<tr>
<td>Terror attack in City of Boston</td>
<td>City/Region</td>
<td>Response depends upon the threat and conditions in the city.</td>
</tr>
</tbody>
</table>

4.4 **Medical Triage Area:** The Public Safety Incident Commander, in consultation with the UHS Director of Medicine or his designee may establish a medical area for the triage, prioritization, stabilization, and transport of any injured people by first responders on scene. The location will be communicated at the time of the event dependent on safety conditions.

5.0 **Communications**

5.1 **Emergency Notification:** To signal a campus-wide evacuation order, the Department of Public Safety will issue an alert through the UMass Boston Alert System, including the exterior loudspeakers and including text, email, voice, digital signage, campus PC popup, and social media notifications. The Department of Public Safety and/or the Office of Communications will send follow-up alerts as needed.

5.2 **Staff Communications:** Emergency response staff will be notified through chain of command, via radio, phone and email.
6.0 Roles & Responsibilities

6.1 Incident Commander: The Incident Commander or designee will identify a Command Post onsite. The Incident Commander should wear a vest or otherwise indicate Command on scene. As part of the notification of the Policy Group representative, the campus EOC located in the Chancellor’s Conference Room may be activated. It is the role of the Incident Commander to determine the level of evacuation and whether bus routes should be reconfigured or whether a pedestrian evacuation is required.

6.2 Emergency Manager: The Emergency Manager or designee will assist the IC in notifying activated staff, setting up the EOC, and assisting with Chancellor’s Cabinet notifications.

6.3 Department of Public Safety Officers: UMass Boston Police Officers will: secure all vehicle entrances and exits to prevent unauthorized persons from re-entering campus. Identify safe routes for pedestrian traffic and facilitate movement of evacuated employees reporting for duty. Officers will follow the lead of the Incident Commander and provide information on conditions as the evacuation takes place.

6.4 Public Safety Liaison Officer: The Public Safety Liaison Officer will coordinate with State and City officials.

6.5 Public Information Officer (PIO): The PIO will identify and communicate the location of the media briefing area and coordinate all necessary media interactions. Will prepare a script containing information about the event with numbers to call for further information. This will be provided to the EOC and Information Center if one has been established. This information will also be made available to the University Community through established channels.

6.6 Transportation Services: The Director of Transportation Services will provide the Incident Commander with information regarding status of campus lots and roadways, will execute any shift in shuttle bus routes and pickup locations or rallying of shuttle buses for evacuation as directed by the Incident Commander.

6.7 EHS Safety Officer: The Safety Officer monitors, evaluates and recommends procedures for all incident operations for hazards and unsafe conditions, including the health and safety of emergency responder personnel.

6.8 UHS Medical Director or Designee: Will advise Public Safety on location of Triage Area.

7.0 Recovery and Re-Occupancy

7.1 Status Briefing: The Incident Commander will convene a status briefing session that includes all appropriate command staff and conveys information regarding recovery and re-occupancy.

7.2 Staff: Incident Command staff and all appropriate contributing authorities will complete sectional status reports to include sectional impact, actions required for recovery, and estimated time of completion.

7.3 Authorization: The Incident Commander may make the authorization for re-occupancy after recovery of facility integrity and staffing has been confirmed as adequate.
Legend
- Pedestrian Routes  (could change depending on type/location of emergency)
- Evacuation Bus Stop (North Zone)
- Evacuation Bus Stop (South Zone)
- Gathering Area

UMass Boston North Zone
1. Campus Center (Admissions)
2. Clark Athletic Center
3. University Hall
5. Historic Calf Pasture Pumping Station
8. Quinn Administration Building
9. Science Center
10. Service and Supply Building  (Central Receiving Dock)
15. Corcoran Building, 150 Mount Vernon Street

UMass Boston South Zone
4. Healey Library
6. Integrated Sciences Complex
7. McCormack Hall
11. Wheatley Hall
12. John F. Kennedy Library and Museum
13. Edward M. Kennedy Institute for the United States Senate
14. Massachusetts Archives and Commonwealth Museum
16. Boston College High School

www.umb.edu/gettinghere