



**San Diego County**

**SHERIFF**

Kelly A. Martinez  
Sheriff

Detention Services Bureau, Detention In-Service Training Unit  
GC 7922.000 - Work Phone

## LINE-UP TRAINING

### Evacuation Procedures

### Topic #04

*After discussing/reviewing the below training material in line-up (briefing), sworn staff shall sign off as completed in LMS. In the event a staff member is not present when this topic is discussed in line-up, they shall independently read, review, and complete the training.*

*By clicking "Yes" to "Have you completed this activity?" in LMS, you are attesting that you have viewed, read, and completed the training activity.*

#### I. PURPOSE

The purpose of this training is to familiarize sworn staff with evacuation procedures to be used in the event of fire, earthquake or other disaster affecting all or part of a detention facility, and to ensure the safety of all occupants.

#### II. POLICY

All sworn staff will be required to familiarize themselves with facility fire procedures prior to their work assignments and to attend scheduled fire training classes/drills. All deputies and sergeants will be tested bi-annually in SCBA use and will demonstrate proficiency.

This training is conducted in adherence to [DSB P&P section H.1 Fire Procedures](#).

#### III. DISCUSSION

Staff shall review and discuss the following topics and procedures related to evacuation procedures as described in [DSB P&P section H.3 - Evacuation Plans](#) and facility specific green sheets.

##### A. TYPES OF EVACUATION

Discuss the types of evacuations or releases that are possible and when they would be utilized.

1. Limited Evacuation
2. Total Evacuation
3. Limited Release (include who may authorize and the order of release)
4. Total Release (include who may authorize and the order of release)



**B. EVACUATION PROCEDURES**

Discuss the various responsibilities of staff / POST positions during an evacuation. Include the specifics of your facility green sheet and/or Emergency Operations Manual (EOM) checklist.

1. Control Deputies (include notifications)
2. Watch Commander (include notifications)
3. Housing Deputies
4. Rover Deputies
5. Perimeter Deputy(s)
6. Administrative Staff (if available)

**C. EVACUATION ROUTES (Primary and Secondary locations)**

Staff shall review facility specific primary and secondary evacuation routes and locations. Staff shall review facility specific green sheets to include:

1. Evacuation routes and assembly areas (include floor plans)
2. Evacuation of personnel and visitors
3. Evacuation of incarcerated person(s)
4. Equipment
5. Annual staff drills
6. Procedures for daily inspection of evacuation routes to ensure such routes are clear of obstructions