

PLEASANTON UNIFIED SCHOOL DISTRICT

NOTICE TO EMPLOYEES

EMERGENCY SERVICE WORKER

All government employees are disaster service workers by State law (California Government Code Section 3100, Title I, Division 4, Chapter 4). This means that in addition to your everyday duties, you have the added responsibility of helping throughout any disaster.

Disasters, such as earthquakes and fires, can strike Pleasanton suddenly and without warning, while you are on the job or after work hours. As a district employee, your preparation beforehand – at work and at home – will enable you to perform your disaster service role most effectively.

If a disaster strikes while you are at work, you will be expected to remain on duty for disaster service until you are dismissed or relieved. Every attempt possible will be made by the district to assist you in communicating with your family.

If disaster strikes while you are at home, first take care of your family and make sure they are safe. If it is safe, you are required by law as a disaster service worker and you are to report to your normal duty station.

You will be paid your normal salary while performing disaster work. However, in order for the district to receive money from the State, you must carefully account for (1) what kind of disaster work you did, (2) the hours you spent doing it, and (3) exactly where you did it. Report this information in writing to your supervisor at the end of each work day or at the time you are relieved.