

**Pasadena Unified School District**

**Emergency Operations  
Center Activation Matrix**

The following are set guidelines on what would facilitate the need to activate PUSD's E.O.C and who would have the authority to do so in heightened threat levels and actual emergencies.

A large scale active incident at a school that may last three (3) or more hours:

- Flood (mud flows) impending flood
- Earthquake (damaging or unknown damaging scale)
- Lock down situations
- Fire (on school or district property or threatening school or district site)
- Level 1 or 2 threat
- **An active shooter scenario on a district campus occupied and/or in session is an automatic EOC activation**

An emergency may affect two or more district sites at the same time, be related to, or be separate incidents occurring simultaneously.

A district wide incident where mass or entire site evacuations are required and/or requested, including but not limited to:

- Earthquake
- Flood
- Fires
- Aircraft accident
- Terrorism
- Any large scale emergency

**Authority to activate and or request activation of PUSD E.O.C. is given to:**

- **Superintendent**
- **Chiefs**
- **Emergency Preparedness Coordinator**
- **Public Information Officer**