

Special Event Emergency Plan / Emergency Action Contingency Plan

Civil Disturbance/Protest

Considerations for events that may be deemed controversial

Pre-Event Planning

- Event Description
- Estimated Attendance
- Program Schedule
- Event Leadership Contact Information
- Reserve CSOs through UCIPD (<http://police.uci.edu/cso/cso-service-request.html>)
- Additional notification to UCIPD Special Events Sergeant if you believe that this event may be controversial
- Access and Parking Considerations (Maybe this could be the UCI campus map with red arrows pointing to venue and parking lots)
- Event Map
- Event Operations Location
 - Review venue, front of house, back of house, entrances/exits
- Communications Plan
- Emergency Notification
- Evacuations Assembly Areas/Shelter-in-Place Gathering Points
- Responsibilities
- Pre-Event Briefing

Response Actions

- Immediately call UCIPD for assistance if protestors disrupt the event
- Notify event senior leadership to make a decision on cancelling or postponing the event
- Notify Edgar Dormitorio, Chief of Staff Student Affairs, to involve the Constructive Engagement, Policing & Crisis Response Team
- Evacuate event space if the decision is made to cancel the event