

# EMERGENCY ORGANIZATION

The Director has the primary responsibility. In his/her absence, the Site Manager or designee will take charge.

## Emergency Charge Succession List

1. Director
2. Site Manager
3. Health Advocate
4. Designee

## General Instructions

1. The first person to become aware of an emergency or potential emergency situation, shall notify the person in charge and begin steps appropriate to that situation.
2. The appropriate person shall take charge. The Charge will direct all actions to be taken while in an emergency mode, without question.
3. To order evacuation for any reason, the fire alert system will be activated or follow your agency's protocol.