

Emergency Guidelines for Disciples at Dharma Rain

In Case of fire

In case of fire, exit the building by the nearest safe exit. If it is safe to do so, gather in the area between the Sodo and Uji. Wait for instructions from staff.

If the fire is in the Sodo and you are near the sanzen room or restrooms, and can do so without endangering yourself, quickly direct any occupants to immediately leave the building.

In Case of Earthquake

When the earthquake begins, always ensure your own safety first. Do the following:

- Drop to the floor
- Move away from windows and glass doors
- “*Duck, cover, and hold on.*” For example,
 - If you are in the dining room, get under a table and hang on.
 - If you are in the zendo, cover your head and neck with your hands or a zabuton.

Immediately after the earthquake stops

When the earthquake has stopped:

- Stay calm.
- Stay in place and be prepared for aftershocks.
- Check in with those immediately around you - *Is anyone hurt? Does anyone need help?*
- Make sure an ordained, shuso, Lay Teacher, or workshop leader knows about any injuries or other issues. They will report to the Emergency Team Leader (a designated staff person) who will be located on the front engawa.
- Apply first aid as best you can if needed.
- Continue to stay in place until the Emergency Team Leader gives further instructions.

Following the earthquake

If you wish to leave the site, please wait until after the site assessment is complete under the direction of the Emergency Team Leader. This will reduce activity and confusion in the immediate aftermath of the earthquake and allow time for staff to identify any hazards such as downed streetlights, building damage, fire, broken water main, etc. The Emergency Team Leader will let you know when it is OK to leave.

Before leaving the site, it may be helpful to check media reports (assuming Internet or cell service is available) for road conditions and hazards. Dharma Rain has a radio in the emergency cache that will be monitored for emergency bulletins and instructions.

Those who want to remain on site and help should let the Emergency Team Leader know and then wait for instructions.

(For those who would like more information about Dharma Rain’s earthquake response plan, additional documentation is available on the Dharma Rain website under About > Organizational Documents.)

In Case of an Active Shooter

The Department of Homeland Security recommends the following.

HOW TO RESPOND WHEN AN ACTIVE SHOOTER IS IN YOUR VICINITY

1. RUN

- Have an escape route and plan in mind
- Leave your belongings behind
- Keep your hands visible

2. HIDE

If you can't run:

- Hide in an area out of the shooter's view
- Block entry to your hiding place and lock the doors
- Silence your cell phone and/or pager

3. FIGHT

As a last resort and only when your life is in imminent danger:

- Attempt to incapacitate the shooter
- Act with physical aggression and throw items at the active shooter

For more details, see

https://www.dhs.gov/sites/default/files/publications/active_shooter_pocket_card_508.pdf

Or

<https://www.washingtonpost.com/graphics/national/activeshooter/pdf/active-shooter-twp-update.pdf>