

SECURITY

Review and comply with the directives indicated on the Security Responsibilities card (yellow card) received from the Visitor Badge Office.



EMERGENCY MANAGEMENT

mitigation | preparedness | response | recovery



VISITOR EMERGENCY INFORMATION

SANDIA NATIONAL
LABORATORIES
LIVERMORE, CA



Sandia
National
Laboratories



U.S. DEPARTMENT
of ENERGY



Sandia National Laboratories is a multimission laboratory managed and operated by National Technology and Engineering Solutions of Sandia LLC, a wholly owned subsidiary of Honeywell International Inc. for the U.S. Department of Energy's National Nuclear Security Administration under contract DE-NA0003525. SAND#

Additional Resources

General Inquiries: 925-294-1358

Visitor Badge Office: 925-294-3216

Hours of Operation

M - F, 7:15 a.m. - 3:00 p.m., PST

Welcome

At Sandia National Laboratories, we warmly welcome our visitors and strive to ensure that your experience is both enjoyable and safe. We are committed to providing a positive environment where you can engage with our work and learn more about our mission. Your safety is our top priority.

Know Your Location

Sandia California, a DOE Federal Property, is located at 7011 East Avenue in Livermore, CA., a suburban community about 45 miles east of San Francisco, positioned at the eastern edge of the San Francisco Bay Area.

The official hours of operation at Sandia California are from 7:15 a.m. to 3 p.m. PST, Monday through Friday.

A site map and additional information are available online at: <https://www.sandia.gov/locations/visiting-sandia-california/>

EMERGENCY REPORTING

Fire/Police/EMS

- **From landlines, call 911**
- **From cell phones, call 925-294-2222**

Non-Emergency Reporting

- From landlines, call 311
- From cellphones, call 925-294-2300

Emergency Information Line: 925-294-3333

When it is safe to do so, call 505-844-0311 to notify the EMCC following calls to non-Sandia 911 services.

EMERGENCY NOTIFICATION SYSTEM

The following emergency notification systems are in use at this location:

- Building fire system alarms and strobes.
- Emergency Alerts: <https://www.sandia.gov/alerts/>.
- AC Alert (mobile app, requires sign-up) <https://www.alameda-county.ca.gov/emergencysite/emergency-site.htm>.
- ShakeAlert (US Geological Survey, requires sign up) <https://shakealert.org>.

Your Sandia host has access to the following notification systems:

- AtHoc® emergency notification system through email, landlines and Sandia-issued cell phones (text & voice).
- Alert Banner on INSIDE Sandia website.

EMERGENCY RESPONSE & ACCOUNTABILITY

Visitors must:

- Follow emergency notification system instructions.
- Seek direction from your Sandia host and follow emergency responder instructions.
- Adhere to emergency reporting instructions.
- Review the Building Emergency Plan for visited location(s) including emergency exits and evacuation assembly areas.

Contractors must:

- Be familiar with and adhere to the Contractor On-Boarding, Contractor Site Safety Plan, and Pre-Job Safety Briefing, as appropriate/required.



PROTECTIVE ACTIONS

Protective actions are the immediate steps taken to prevent personal harm in an emergency.



Evacuation

Initiated by alarm or Emergency Management (building fire or similar inside hazard).

If directed to evacuate:

- Leave the building immediately using the nearest exit.
- Help those needing assistance.
- Proceed to the building assembly area.
- Check in with the Building Emergency Team Captain
- Do not leave the assembly area until released by the BETC or emergency responders.



Shelter in Place

Initiated by Emergency Management (bomb threat or hazmat incident).

If directed to shelter in place:

- Remain indoors within your current building.
- If outdoors, proceed to the closest building.
- Close all windows and doors. Stay away from drafty windows and doors.
- Wait for further instructions.
- Do not leave the building until released by authorities.



Lockdown

Initiated by Emergency Management (active security incident in the general area). If directed to lock down:

- If possible, secure exterior doors. Regardless of success or failure to secure doors, move quickly to an interior room.
- Secure yourself in a building or interior room where you are not visible and barricade the door using all available means.
- Close blinds, turn off lights, silence cell phones, and stay quiet.
- Remain until directed to leave by authorities.