

# City and County of San Francisco

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## What does it mean to be a disaster service worker?

Dear City and County of San Francisco Employees:

As we approach the 25<sup>th</sup> anniversary of the Loma Prieta Earthquake the Department of Human Resources (DHR) and the Department of Emergency Management (DEM) put together a disaster preparedness series focusing on how we, as individuals and families, can prepare ourselves for the next big disaster. This week, we turn our attention to our responsibilities as public employees during and after the next big event.

When the Mayor declares a citywide emergency, all City and County employees serve as disaster service workers (DSWs).

### ***What does this mean, exactly?***

In the event of a disaster DEM will activate its Emergency Operations Center (EOC), a multi-agency hub designed to manage just such emergencies. As part of the EOC, DHR will contact employees through its emergency notification system, known as CORES, to advise them of whether and when to report to DSW duty.

Your first job is to ensure the safety of your family. Next, you will follow the DSW reporting instructions. You may be needed to perform general duties such as clerical support, damage assessment, driving, food preparation, sorting, packing or loading. Or you may have more specialized duties, depending on the work you do every day, and any special skills you may possess. Let your Departmental Personnel Officer or Disaster Preparedness Coordinator know if you have special skills you don't use in your regular job, such as language skills, a commercial driver's license or CPR training.

Remember, as a DSW you will never be asked to perform any duty or function you do not know how to perform or have not received adequate training to complete.

If you haven't already, please review the DSW information and training video posted on the DHR website at <http://www.sfdhr.org/index.aspx?page=271>.

Additionally, employees are encouraged to take advantage of the San Francisco Fire Department's free Neighborhood Emergency Response Team training (NERT). More information is available at <http://www.sf-fire.org/index.aspx?page=1274>.

### ***Get connected:***

- Follow @SF\_emergency for emergency alerts.
- Follow @SF72org for emergency preparedness and resilience conversations.
- Sign up with [www.AlertSF.org](http://www.AlertSF.org) to have emergency notifications, alerts and warnings emailed and text messaged to you.
- Participate in the statewide drop, cover, and hold-on drill--ShakeOut [www.shakeout.org](http://www.shakeout.org)--on October 16<sup>th</sup> at 10:16 a.m.
- Join the City's Loma Prieta Earthquake 25<sup>th</sup> Anniversary Commemoration October 16-17 ([www.lp25.org](http://www.lp25.org)).

Visit [www.sf72.org](http://www.sf72.org) to learn more about being prepared for any type of emergency—you'll probably find you're more ready than you think!