

**COUNTY OF ORANGE SOCIAL SERVICES AGENCY**

**ADMINISTRATION POLICIES & PROCEDURES MANUAL**

Subject: Short-Term Notice of Potential Earthquake

**Number:** D 23

Approved: Signature on file

**Date:** 1-06-94

**POLICY**

All Social Services Agency employees shall be prepared to take precautionary action and mitigating measures upon the short term notice of a pending earthquake. These activities are instituted as an effort to prevent death and injury, protect property, and to prepare staff and clients for an immediate response to an actual earthquake. Critical County Social Services Agency priorities include: 1) safety of employees and clients in county facilities; 2) maintenance of essential welfare service to clients; and 3) preservation of equipment, supplies and records. Critical employees for seventy-two (72) hours of emergency operation.

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