Napa Hall
Building Emergency Action Plan

Public View

Maintaining an effective building coordinator program helps to ensure the safety of employees, students, and visitors in the event of an emergency.

Revision Type
⊙ Annual Review ○ Update BEAP Information ○ Update Building Coordinator/Floor Marshal(s) ○ Other

DESCRIPTION OF REVISIONS

Building Maps and Floor Marshal Updates, Annual Review

Christine Irion	irionc@csus.edu	9/28/2026
Reviewed/Updated by	**Email**	**Date**

Christine Irion	(916) 278-4809
Building Coordinator	**Phone**

Yvanne Bolano	10/14/2026
Approved by Risk Management	**Date**

Napa Hall
Building Emergency Action Plan

Introduction

In compliance with California State University Executive Order (EO) 1056 which guides campuses on developing and maintaining an emergency management program (Building Emergency Action Plan) that will be activated in an event of an emergency.

A Building Emergency Action Plan (BEAP) is a safety plan in which faculty, staff, students, and guests need to follow in an event of an emergency. This plan is a supplement to the comprehensive **Sacramento State Emergency Operations Plan**. The following emergency response information is provided with the understanding that all situations in a critical incident cannot be predicted, but this information will assist in establishing the minimum emergency preparedness procedures training for all personnel in our building.

- The following emergency response information provided is intended to be used as guidelines only.
- Always remember, the first priority is the safety and protection of life.
- In accordance with the guidance in the **Sacramento State Emergency Operations Plan**, this plan will be reviewed and updated annually.
- Annual training on this plan should include all key staff members and building occupants to provide the most effective Emergency Preparedness.
- This Building Emergency Action Plan (BEAP) is intended for use by all Departments that occupy University facilities and should be completed as an overall building plan, including all Departments and areas of the building.

Additional Resources

- **The Sacramento State Emergency Notification System (ENS)** ENS is a mass notification system that automatically sends emergency messages to Sacramento State e-mail addresses and telephone numbers during an urgent situation that has the potential to affect your health and safety.
    - Opting in is voluntary, but you are strongly urged to opt-in and provide your personal contact information, as it may prove to be the most direct way to reach you in a campus emergency.
    - Students, faculty and staff may choose to be contacted by the ENS system by cell phone, text messaging, personal email and/or home telephone.
- **Risk Management Services Safety Hotline 82020** is for reporting potential health and safety hazards which may put the campus community at risk to injuries.

If you have any questions or suggestions regarding this document, please direct them to:

***Janie Mutchler**, Emergency Manager, (916) 278-5447, sac51601@csus.edu*

General Instructions for all Emergency Situations

CALLING 9-1-1 (916) 278-6000 from cell phone

- Get out of immediate danger and stay calm**.**
- In the event of a fire, or if you feel the building's occupants are in danger:
    1. Activate the building's fire alarm system BEFORE calling 9-1-1.
    2. Evacuate the building immediately!
    3. Refer to the **Evacuation Procedure / Building Maps** section within this document for additional evacuation information.
- **To report any police, fire, or medical emergency, call 9-1-1 from any campus phone ((916) 278-6000** from cell phone).

When calling 9-1-1:

- Stay on the line with the dispatcher.
- Provide the address of the building involved and your exact location. This is especially important if you are calling from a cell phone.
- **Building Name: Napa Hall**
- Provide a thorough description of the incident to ensure that proper resources are dispatched.
- When providing a description of an individual, describe from top (head) to bottom (feet).

Do not hang up until the dispatcher directs you to.

Napa Hall
Building Emergency Action Plan

- **MEDICAL EMERGENCIES**
- **FIRE/SMOKE**
- **HAZARDOUS MATERIAL SPILLS**
- **VIOLENCE AND THREATS**
- **WHEN IN DOUBT…**

DIAL 9-1-1 FROM ANY CAMPUS PHONE
(916) 278-6000 from cell phone

Identify yourself, your location, the location and type of incident, and if an evacuation is underway. Answer any questions and do not hang up the phone until the operator is finished.

The nearest automated external defibrillator (AED) is located: Napa, 1st floor, by main stairwell
View AED Location Map

IMPORTANT PHONE NUMBERS **FOR AN ACTUAL EMERGENCY, DIAL 9-1-1** ***From any campus phone, 9-1-1 is directed to Sacramento State Police*** ***For an emergency on campus (916) 278-6000 (from cell phone)******	
Sacramento State Police Department	(916) 278-6000 / 8-6000 from campus phone
Risk Management Services	(916) 278-6119
Emergency Manager, Janie Mutchler	(916) 278-5447
Campus Safety (non-emergency) Hotline	(916) 278-2020
Facilities Operations and Maintenance	(916) 278-6242
Student Health and Counseling Services	(916) 278-6461
Women's Resource Center	(916) 278-7388
Pride Center	(916) 278-8720
University Enterprises Inc.(UEI)	(916) 278-7003

** It is highly suggested that you program the Sacramento State Police Department's dispatch phone number (916) 278-6000 in your cell phone. Dispatch handles both emergency and non-emergency calls 24/7. They can direct all emergency services to the exact campus location quickly and efficiently.*

BUILDING EVACUATION PROCEDURES

Building: Napa Hall

Primary Rally Point: Lot 9 - Gravel Section behind paved lot

Secondary Rally Point: Lot 9 - Behind Capital Public Radio

Tertiary (3rd) Rally Point: Lot 7 - North of College Town Drive

Area of Refuge: 1st flr: 1020 & 1022 shipping/receiving workroom, 2nd flr: 2010, 2018

Evacuation

Evacuation is total building or partial building evacuation due to conditions making it no longer safe to remain inside a building or a specific area in a building. This level of evacuation requires occupants to move out and away from the building being evacuated.

Prior to Exiting

After being notified to evacuate, **STOP** all work activities and evacuate immediately. Securely close departmental and office doors behind you. You may choose to lock your doors to prevent property theft (the Sacramento State Police Department has keys to campus buildings and rooms if access is necessary). Remember that you may not be allowed back into the building for an extended time.

Evacuation Routes/Exiting the Building

During an emergency evacuation, use the nearest door or stairway if available. Each employee needs to be aware of at least two exit routes in their main building in the event one is compromised.

All campus buildings over one story high must have building evacuation signs posted on every floor. The signs must be posted at all stairway and elevator landings and immediately inside all public entrances to the buildings.

Rally Point

After exiting the building, all faculty, staff, students, and visitors should follow the evacuation route to the pre-arranged Rally Point. *It is important to have both a primary and secondary evacuation point, and if possible, a tertiary assembly point. All Rally Points should be at least 500 feet from the incident scene. Be sure to list all buildings in which department members are assigned space and the corresponding assembly in the table above.*

The primary Rally Point is the location to complete an initial roll call of building occupants and to determine if utilizing the secondary or tertiary Rally Point is more appropriate.

Floor Marshals (or their alternates) are required to conduct the roll call, and to report the roll call results to the Building Coordinator (or designee), who can then provide the information to first responders.

For classroom buildings where classrooms are in use, the roll call responsibility is delegated to the classroom instructor, who will then report the information to the Floor Marshal, who will provide the information to the Building Coordinator. *This means that floor marshals and building coordinators should always have updated building rosters at their disposal.*

During a large-scale evacuation, your building's Rally Point may not be available; follow directions of emergency personnel to a safe alternate location.

Critical Equipment Operation

This facility currently has no critical equipment operation or shutdown requirements.

> *(**Note**: Safety is a top priority Sacramento State and there are no critical operations worth risking one's welfare. If you believe your department has critical operations requiring an employee(s) to remain in the building during an evacuation, please contact Meysee Vang to develop this section of the plan.)*

Notification of Emergencies

Occupants will be notified of emergencies by the sounding of the installed fire alarm system or occupants may receive verbal notification of an emergency.

Re-entering the Building

After evacuating the building, **DO NOT RE-ENTER BUILDING.** Public Safety will determine when it is safe to re-enter the building and will inform the Building Coordinator if applicable. The Building Coordinator will then give the "all clear" to return to the building.

People with disabilities (mobility-impaired), access or functional needs

- Report to the Floor Marshal for assistance.
- Alert the Floor Marshal of any specific information that will assist in safe evacuation.
- **Do not use elevators** when you need to evacuate.
- If unable to evacuate, move to an **Area of Refuge** near your location which can include a fire-rated stairwell. *An area of refuge is a designated location within a building specially designed to hold people safely during an emergency when evacuation may not be possible or is otherwise unsafe.*

Evacuation/stair chairs

- Stair chairs are located on campus in various locations. (View Map)
- Online video training is available (Evacuation Chair Training)
- Stair chairs are designed to aid those who require assistance to evacuate.
- Remember that not all situations require evacuation and that areas of refuge may be a better alternative.
- **Do not use elevators** when you need to evacuate.

SHELTER-IN-PLACE GUIDELINES

Building: Napa Hall

Primary Relocation Site: 1st Floor: Admin Rooms 1020,1022, Classrooms 1007,1008; 2nd Floor: Admin Rooms 2010,2023; Classrooms 2002, 2003

Secondary Relocation Site: 1st Floor: Admin 1023, Classroom 1006; 2nd Floor: Admin 2018, Classroom 2004

Shelter-in-Place

Shelter-in-place is used in emergency situations where hazardous materials have been released into the atmosphere or in emergencies related to civil unrest, violent demonstrations or active shooter.

Notification of Building Occupants

The University notifies its community of an emergency using the **ENS system**. However, due to the fast moving nature of the event, it may not be possible to notify building occupants in a timely manner. Therefore, shelter-in-place may be prompted by the signaling of sirens, loud speakers, or notification from building managers, Building Coordinator, Floor Marshals or other building occupants that are aware of an immediate danger.

If you feel your safety is jeopardized and sheltering in place is an appropriate strategy giving your circumstances, you do not have to wait for an official notification.

Strategies for effective Sheltering-in-Place

- If possible, identify room(s) for sheltering in place. Rooms should have limited number of windows and vents, and may contain essential disaster supplies such as non-perishable foods, bottled water, battery powered radios, first aid supplies, flashlights, extra batteries, duct tape, plastic sheeting, and plastic garbage bags. Choose rooms above the ground floor with adequate space for everyone to sit and a hard wired telephone available.
- Once notified, seek immediate shelter. If it is safe to do so, head to the designated shelter in place room(s). In some situations, you may be asked to remain at your workstation, and in others, to relocate to a pre-determined location.
- **DO NOT** use elevators as a shelter.
- Close all doors and windows. Lock them if available. If there is a danger of explosions from outside, close all curtains, shades, and blinds.
- Write down names of everyone in the room, and call Sacramento State Police Dispatch to report who is in the room with you, and their affiliation with your business (employee, visitor, client, or customer).
- Remain in sheltered area until emergency personnel notify you that it’s safe to leave.
- When given the all clear, open windows and doors, turn on HVAC and ventilation systems. Go to designated Rally Point to discuss the next plan of action based on information received from emergency response personnel.

Shelter-in-Place for Persons with Disabilities

Individuals with mobility impairments have the option of sheltering within an Area of Refuge.

NOTE: An area of refuge is a location in the building designed to hold occupants during a fire or other emergency, when evacuation may not be safe or possible. Occupants can wait there until rescued. If the designated Area of Refuge is unsafe, report alternate location to the Command Center via two-way radio or cell phone to receive instructions to the nearest safe location.

Safety Assessment

After an all clear has been given, building occupants should contact supervisors or other appropriate individuals to inform them of their safety and location.

Event or Meeting Announcement

Prior to the start of any event, an announcement should be made to inform attendees of the emergency exits and the primary Rally Point. Suggested announcement wording is:

Please note that emergency exits are located (…point out specific location for this venue...). In the event of an emergency or fire alarm, please proceed quickly and calmly out the nearest emergency exit and meet at the (….point out Rally Point…).

In the event that requires Shelter-in-Place, show occupants where and how to shelter in place. Follow the SHELTER-IN-PLACE GUIDELINES, starting on page 7.

QUICK INCIDENT RESPONSE GUIDE

Type of Emergency	Emergency Description	Action Type Evacuate vs. Shelter-in-Place
Earthquake	A significant earthquake strikes the area	**Shelter-in-Place** **Evacuate only if there is significant structural damage**
Fire	A fire breaks out inside the building	**Evacuate**
Gas Leak / Explosion	A gas line ruptures either externally or internally causing gas to escape and / or leading to an explosion	**Shelter-in-Place** if the leak is outside the building **Evacuate** if the gas leak is inside the building
Water Damage	A pipe bursts causing water to leak onto a floor or create a flood; possible electrical hazard.	**Evacuate** the damage area. May not be necessary to evacuate entire building
Civil Disturbance	Riot or civil unrest in or around the building or neighborhood	**Shelter-in-Place**
Bomb Threat	Notification of the possibility of a bomb or suspicious package in or near the building. Includes the actual discovery of a bomb or suspicious package by Law Enforcement	**Evacuate** the area
Gunman / Active Shooter	A gunman is in or around the building	**Run. Hide. Fight** depending on the situation
Biological Release	Hazardous biological materials are released externally near the building or inside the building	Outdoor release: **Shelter-in- Place** Indoor release: **Evacuate**
Chemical Release	Hazardous chemical materials are released externally near the building or inside the building	Outdoor release: **Shelter-in- Place** Indoor release: **Evacuate**
Radiological Release	Radiological materials are released externally near the building or inside the building	Outdoor release: **Shelter-in-Place** Indoor release: **Evacuate**
Nearby Neighborhood Emergencies	Apartment house fire in neighborhood; robbery / shooting near campus; major accident	To be determined by incident

Napa Hall
Building Emergency Action Plan

BUILDING EMERGENCY CONTACT INFORMATION

NOTE: Performing first aid or CPR are voluntary (unless it is part of your job duty) and will be covered under the Good Samaritan Law.

This table is a listing of all assigned emergency personnel (building coordinators, floor marshals, and any alternates) in this building.

Building Coordinator	**Christine Irion**	☐ First Aid ☐ CPR
Team Member	*First & Last Name*	*First Aid or CPR Trained*
Building Coordinator (ALT)	**Oscar Castro**	☐ First Aid ☐ CPR
Team Member	*First & Last Name*	*First Aid or CPR Trained*
Building Coordinator (ALT)	**Elizabeth Gonzalez**	☐ First Aid ☐ CPR
Team Member	*First & Last Name*	*First Aid or CPR Trained*
Floor Marshal 1st Floor	**Garfield Irish**	☐ First Aid ☐ CPR
Team Member	*First & Last Name*	*First Aid or CPR Trained*
Floor Marshal 2nd Floor	**Jessika Morrison**	☐ First Aid ☐ CPR
Team Member	*First & Last Name*	*First Aid or CPR Trained*
Floor Marshal 1st Floor	**Andrea Ah Po**	☐ First Aid ☐ CPR
Team Member	*First & Last Name*	*First Aid or CPR Trained*
Floor Marshal 2nd Floor	**Madeleine Vadenais**	☐ First Aid ☐ CPR
Team Member	*First & Last Name*	*First Aid or CPR Trained*
		☐ First Aid ☐ CPR
Team Member	*First & Last Name*	*First Aid or CPR Trained*

Napa Hall Class/Event/Meeting Safety Announcement

Welcome to the College of Continuing Education.

Before we begin, I'd like to point out a few safety features in Napa Hall.

- Fire pulls and fire extinguishers are located at the beginning and end of each classroom wing. Fire pulls are located near both entrances to Napa Hall in the main lobby. Fire pulls and fire extinguishers are located near the main entrances of the administrative wings.

- Emergency Exits are at the end of each hallway in the administrative wings, the classroom wings and in the lobby.

- In the event of an emergency or fire alarm, please proceed quickly and calmly out the nearest Emergency Exit and meet in the gravel parking lot to the west (point towards the train tracks). Do not use the elevator.

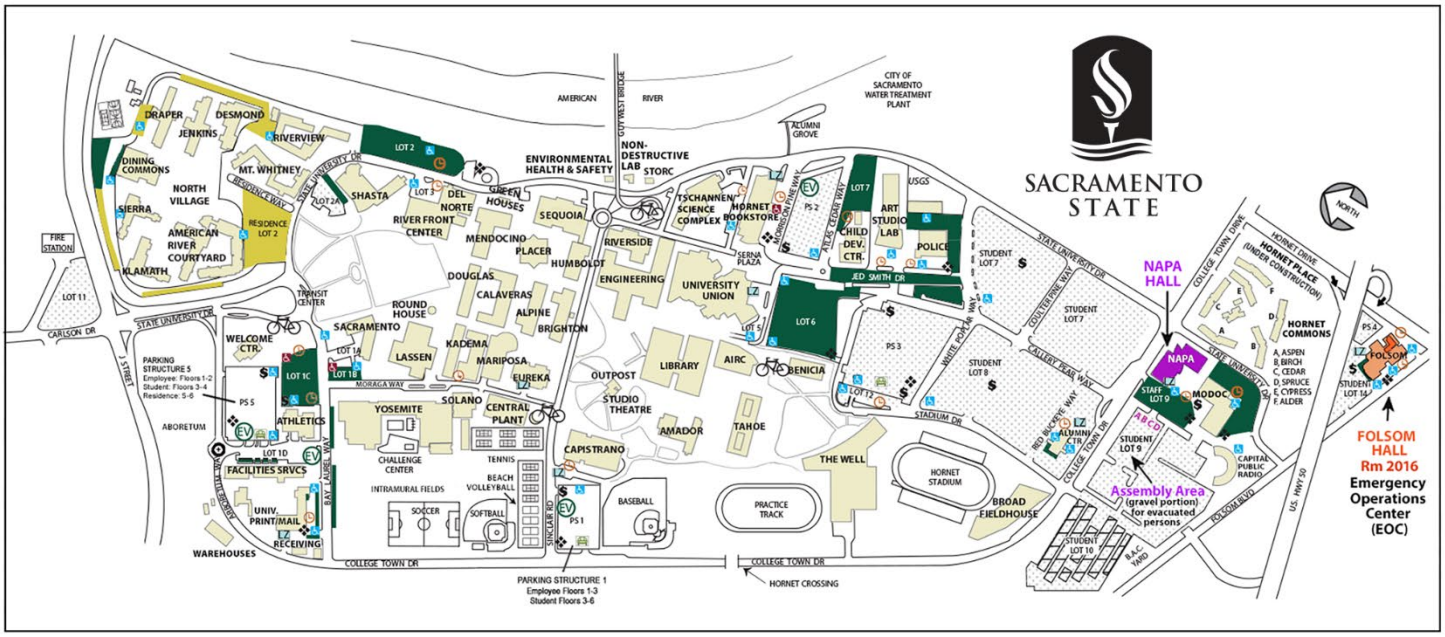
- The closest AED - Automated External Defibrillator - is located in the first floor lobby of Napa Hall, by the main stairwell across from the elevator. Should its use be necessary, remove from the case and follow the instructions inside the case.

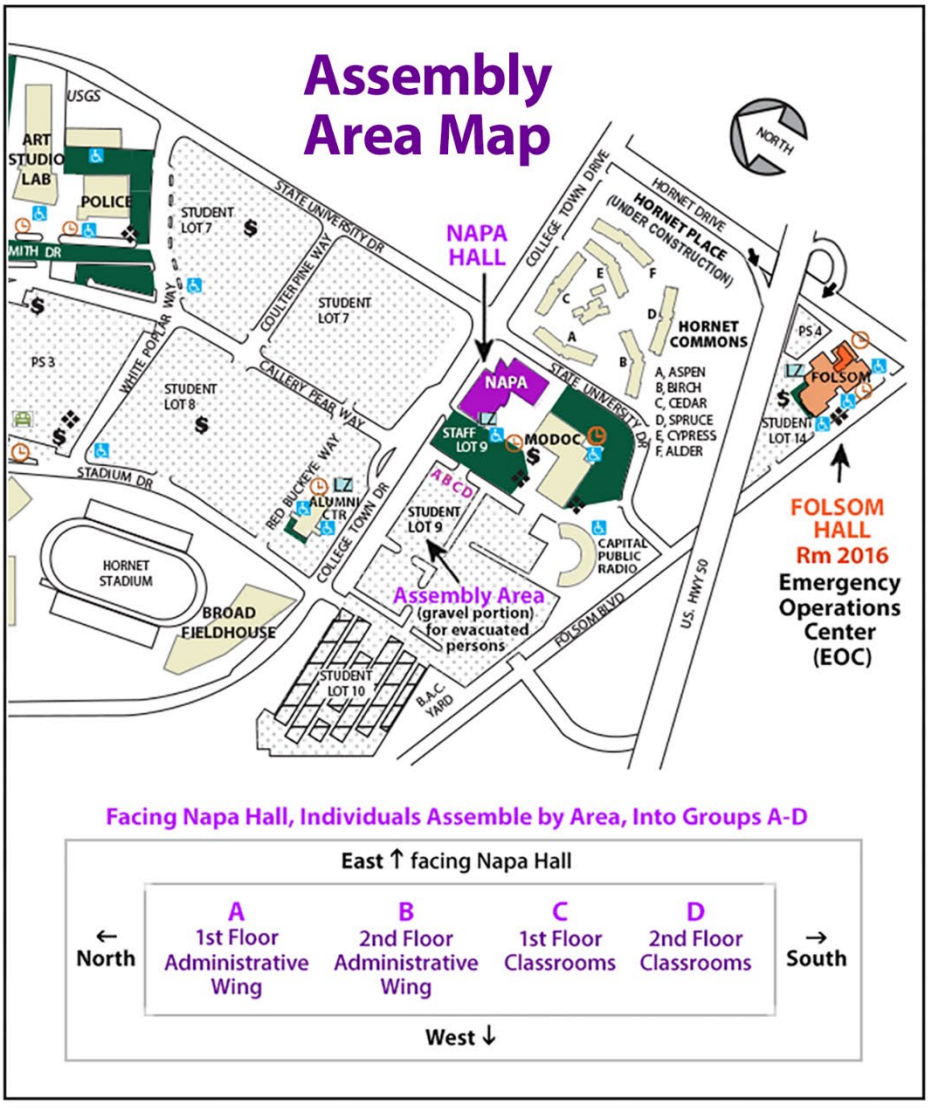
- The number for campus Police is 916-278-6000. Dial 86000 if calling from a wall phone inside the building.

- Should there be a need to shelter in place, close and lock doors. Block inward opening doors with furniture if possible, turn off lights, close blinds, if there are blinds, silence cell phones, and call Sacramento State Police (916-278-6000). Classroom doors can be manually locked from the inside.

  Please let me know if you have any questions. If not, let's get started!

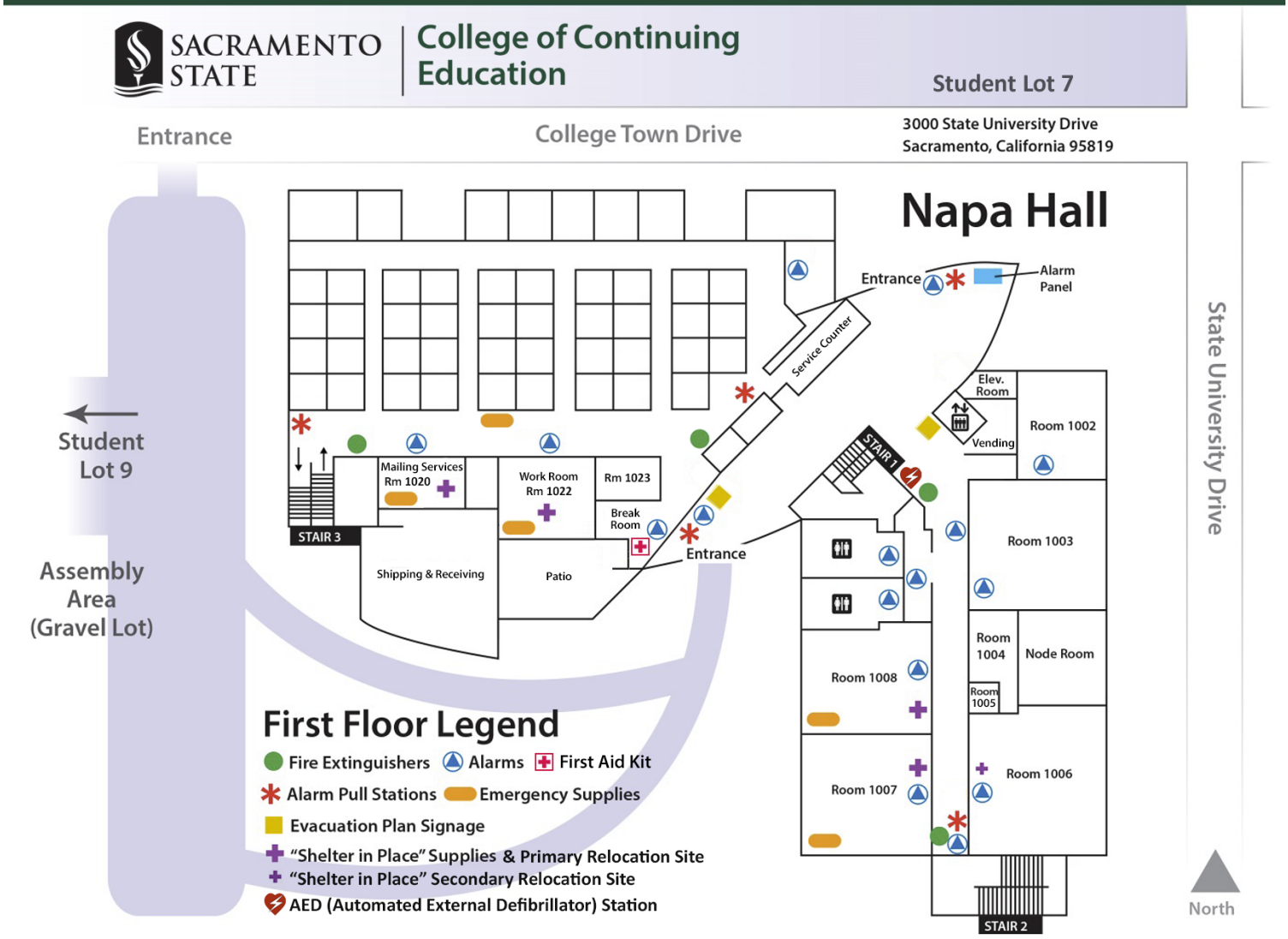
Napa Hall Emergency Action Plan





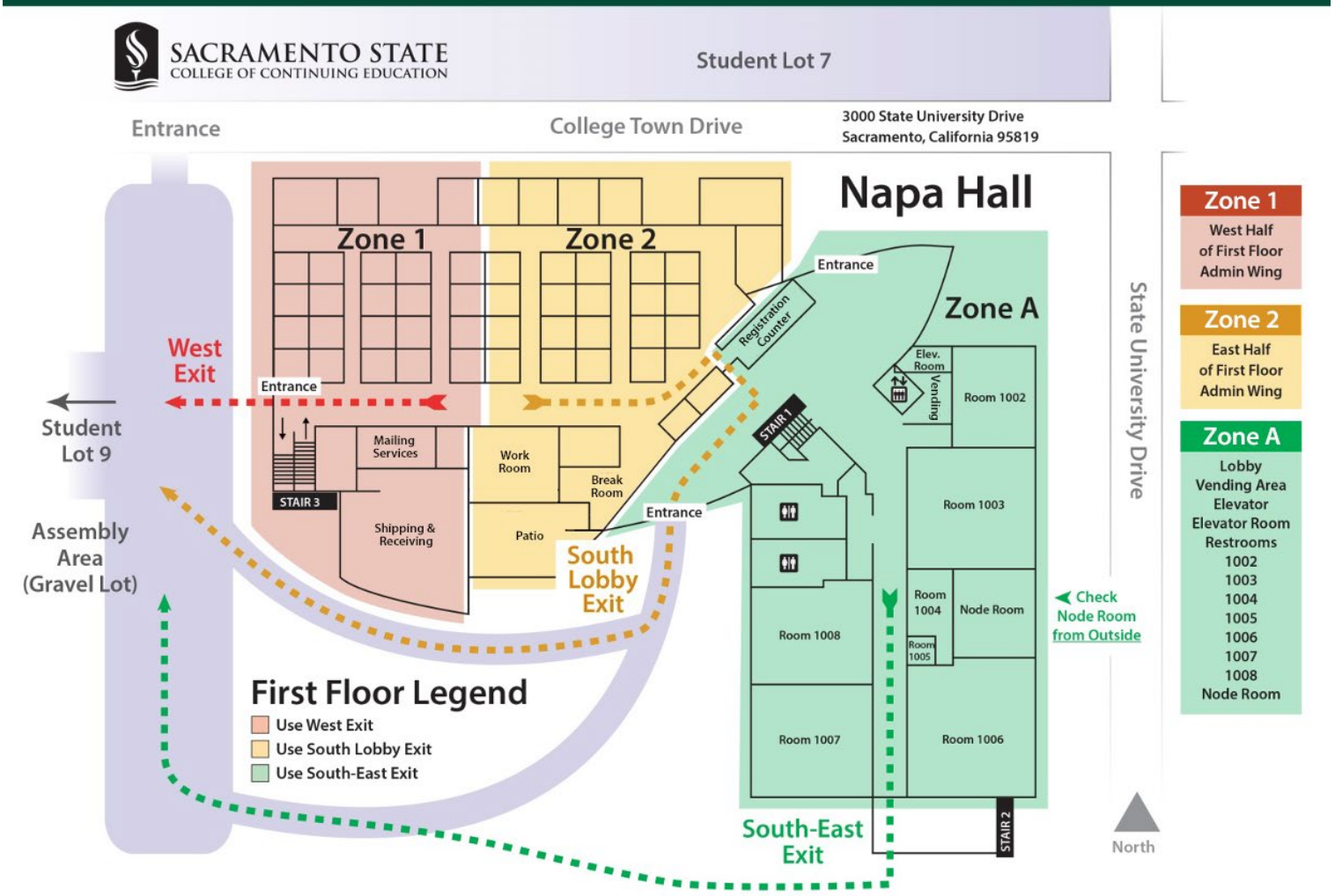
FIRST FLOOR EMERGENCY SUPPLIES & EQUIPMENT

Appendix 1: Floor Plan
First Floor - Emergency Supplies and Equipment



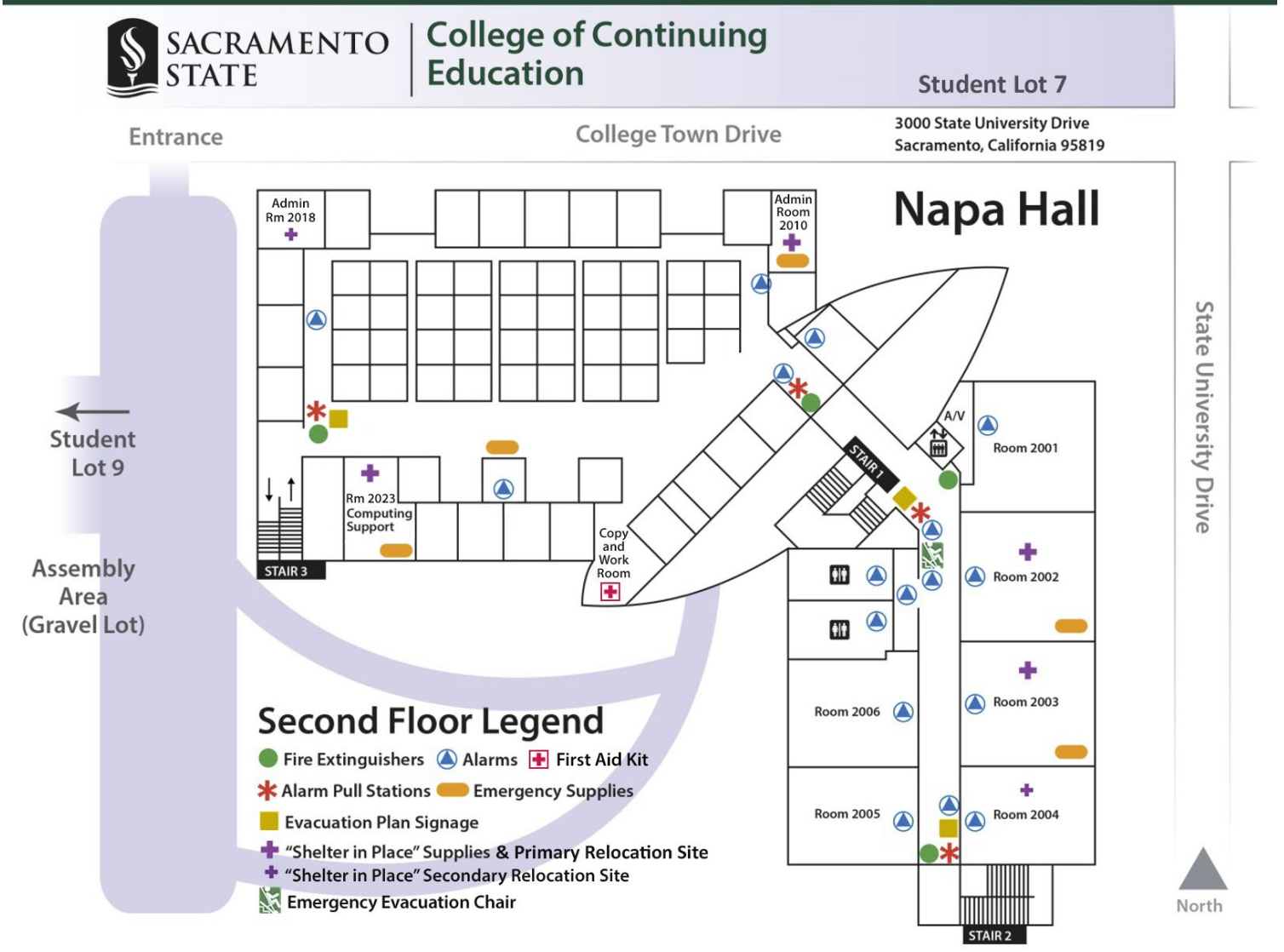
FIRST FLOOR EVACUATION ZONES

Appendix 2: Floor Plan
First Floor - Evacuation Zones



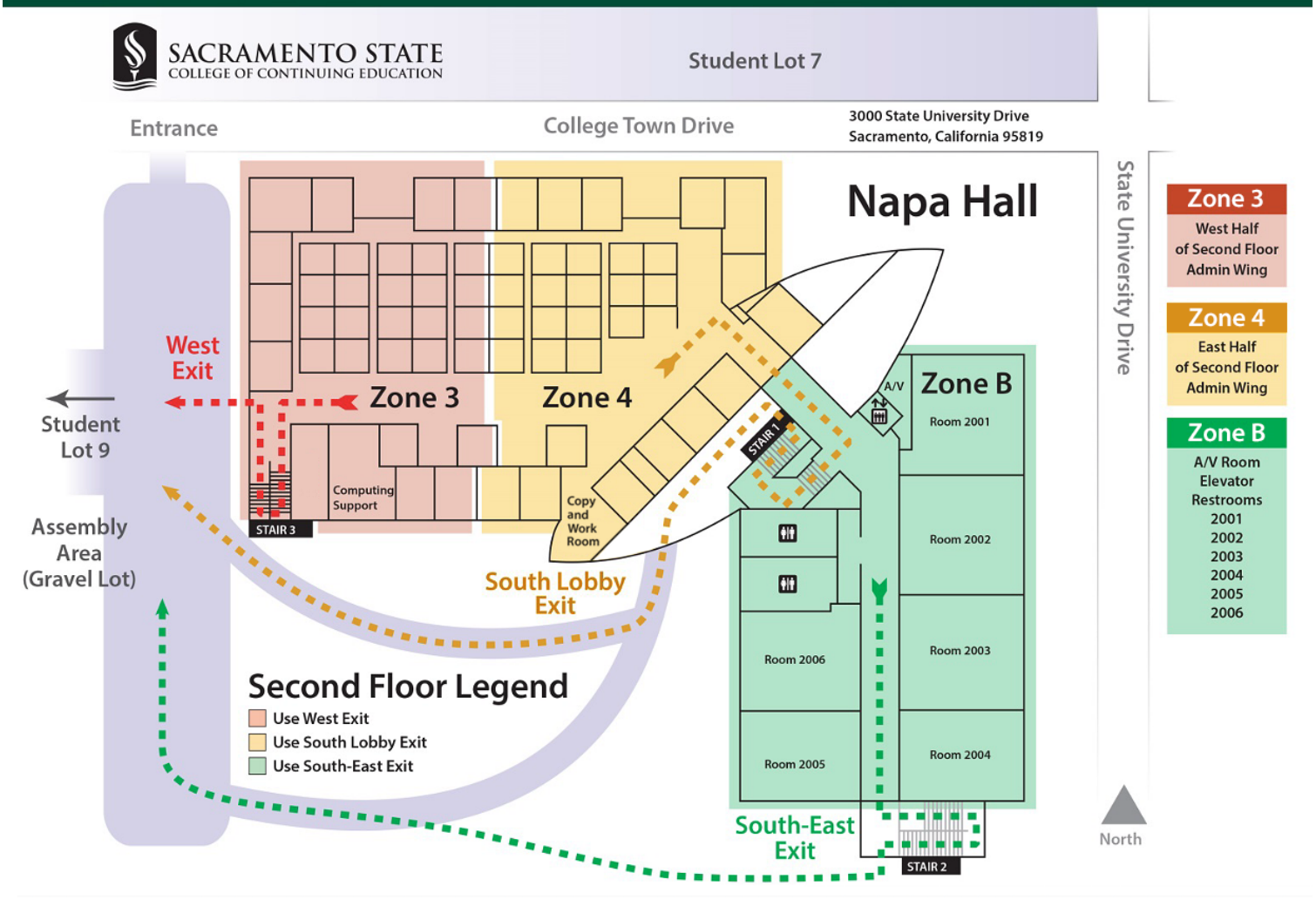
SECOND FLOOR EMERGENCY SUPPLIES & EQUIPMENT

Appendix 3: Floor Plan
Second Floor - Emergency Supplies and Equipment



SECOND FLOOR EVACUATION ZONES

Appendix 4: Floor Plan
Second Floor - Evacuation Zones



Accessible Description of

"Appendix 1: Floor Plan, First Floor Emergency Supplies and Equipment"

Location of Napa Hall

Napa Hall, College of Continuing Education at Sacramento State

- **North** symbol is pointing up.
- The building is on the corner of **College Town Drive** (top-North) and **State University Drive** (right-East).
- Address: **3000 State University Dr.**
- **Student Lot 9 (gravel area)** is its **Assembly Area** (left-West).

Entrances/Exits

Three non-alarmed entrances/exits:

- **Top-right, North entrance** (to lobby)
- **Lower, South entrance** (to lobby)
- **Left, West entrance** (near **Stair 3**)

One alarmed exit:

- **South-East exit** (end of SE hallway)

Two Main Areas of Building

Upper-Left (North-West) Admin Wing

- **Staff offices** in North perimeter
- **Staff cubicles** in central open area
- **Break Room**
- **Patio**
- **Shipping & Receiving**
- **Mailing Services** (Room 1021)
- **Work Room** (Room 1022)
- **Stair 3** (next to West exit)

Lower-Right (South-East) Section

- **Classrooms 1002-1008**
- **Restrooms**
- **Vending area** (next to elevator)
- **Elevator** (next to lobby & in front of elevator room)
- **Stair 1** (across from elevator)
- **Stair 2** (outside the emergency exit at South end)

Emergency & Safety Features

Fire, Etc. Safety

- **Fire extinguishers** at bottom of stairways and outside break room (green dot)
- **Alarm pull-stations** near entrances (red asterisk symbol)
- **Alarms** in lobby, hallways, break room, restrooms, and all classrooms (circled blue triangle)
- **Alarm panel** near North-East entrance (blue rectangle)

Medical Supplies & Devices

- **First Aid Kit** in break room (red cross inside red square)
- **AED (Automated External Defibrillator)** near bottom of Stair 1 (red heart with white lightning bolt)

Shelter-In-Place Areas

- **Primary shelter-in-place relocation sites**: offices rooms 1020 & 1022, classrooms 1007 & 1008 (purple **+**/plus sign)
- **Secondary shelter-in-place relocation site**: room 1006 (smaller purple plus sign)

Emergency Supplies

- In all primary shelter-in-place sites
- Across from room 1022 (gold oval)

Evacuation Support

- **Evacuation plan signage** at South main entrance and outside elevator (gold square)

Accessible Description of

"Appendix 2: Floor Plan, First Floor - Evacuation Zones"

Location of Napa Hall

Napa Hall, College of Continuing Education at Sacramento State

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- Address: **3000 State University Dr.**
- **Student Lot 9 (gravel area)** is its **Assembly Area** (left-West).

Two Main Areas of Building

Upper-Left (North-West) Admin Wing

- **Staff offices** in North perimeter
- **Staff cubicles** in central open area
- **Break Room**
- **Patio**
- **Shipping & Receiving**
- **Mailing Services** (Room 1021)
- **Work Room** (Room 1022)
- **Stair 3** (next to West exit)

Lower-Right (South-East) Section

- **Classrooms 2001-2006**
- **Restrooms**
- **Vending area** (next to elevator)
- **Elevator** (next to lobby & in front of elevator room)
- **Stair 1** (across from elevator)
- **Stair 2** (outside the emergency exit at South end)

Three Evacuation Zones/Exits

Zone 1:

West Exit (directly to parking lots)

Admin Wing's West half

- **2-1/2 rows of cubicles**
- From **Mailing Services** west to exit

Path is…

- Westward to exit

Zone 2:

South Lobby Exit (main entry)

Admin Wing's East half

- **2-1/2 rows of cubicles**
- From **Work Room** eastward, to interior exit, almost to the **Registration Counter**

Path continues…

- through the interior exit,
- through the Lobby,
- out the South Lobby exit,
- south-west along the sidewalk,
- through Staff Parking Lot 9,
- to Student Parking Lot 9 gravel area.

Zone A:

South-East Exit (end of hallway)

- **Registration Counter**
- **Lobby**
- **Vending Area**
- **Elevator & elevator room**
- **Hallway of classrooms and restrooms**

Pathway is…

- down the hallway to/through the SE exit,
- to/through Staff Parking Lot 9,
- to Student Parking Lot 9 gravel area.

Check Node Room (behind Room 1004) **from outside the building.**

Accessible Description of

"Appendix 3: Floor Plan, Second Floor Emergency Supplies and Equipment"

Location of Napa Hall

Napa Hall, College of Continuing Education at Sacramento State

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- Address: **3000 State University Dr.**
- **Student Lot 9 (gravel area)** is its **Assembly Area** (left-West).

Entrances/Exits

Three non-alarmed entrances/exits:

- **Top-right, North entrance** (to lobby)
- **Lower, South entrance** (to lobby)
- **Left, West entrance** (near **Stair 3**)

One alarmed exit:

- **South-East exit** (end of SE hallway)

Two Main Areas of Building

Upper-Left (North-West) Admin Wing

- **Staff offices** in North perimeter
- **Staff cubicles** in central open area
- **Computing Support Rm,** South end
- **Copy and Work Room**
- **Stair 3** (at West end)

Lower-Right (South-East) Section

- **Classrooms 2001-2006**
- **Restrooms**
- **Elevator** (next to lobby & in front of elevator room)
- **Stair 1** (across from elevator)
- **Stair 2** (outside the emergency exit at South end)

Emergency & Safety Features

Fire, Etc. Safety

- **Fire extinguishers** near top of all 3 stairways, and inside the entrance to office area (green dot)
- **Alarm pull-stations** near top of all 3 stairways, and inside the entrance to office area (red asterisk symbol)
- **Alarms** in hallways, restrooms, and all classrooms (circled blue triangle)

Medical Supplies & Assistive Devices

- **First Aid Kit** in copy/work room (red cross inside red square)
- **Emergency Evacuation Chair** near top of Stair 1 (blue icon of chair on stairs)

Shelter-In-Place Areas

- **Primary shelter-in-place relocation sites**: office rooms 2010 & 2023, classrooms 2002 & 2003 (purple **+**/plus sign)
- **Secondary shelter-in-place relocation site**: office room 2018, classroom 2004 (small purple plus sign)

Emergency Supplies

- In all primary shelter-in-place sites
- In cabinet on South side of main hall in office area (gold oval)

Evacuation Support

- **Evacuation plan signage** near top of all stairs and across from elevator (gold square)

Accessible Description of

"Appendix 4: Floor Plan, Second Floor - Evacuation Zones"

Location of Napa Hall

Napa Hall, College of Continuing Education at Sacramento State

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- Address: **3000 State University Dr.**
- **Student Lot 9 (gravel area)** is its **Assembly Area** (left-West).

Two Main Areas of Building

Upper-Left (North-West) Admin Wing

- **Staff offices** in North perimeter
- **Staff cubicles** in central open area
- **Computing Support Rm,** South end
- **Copy and Work Room**
- **Stair 3** (at West end)

Lower-Right (South-East) Section

- **Classrooms 2001-2006**
- **Restrooms**
- **Elevator** (next to lobby & in front of elevator room)
- **Stair 1** (across from elevator)
- **Stair 2** (outside the emergency exit at South end)

Three Evacuation Zones/Exits

Zone 3:

West Exit (directly to parking lots)

Admin Wing's West half

- **2-1/2 rows of cubicles**
- From **middle of room** to **west end**

Path is…

- Westward to stairs,
- Down the stairs,
- Out through West Exit

Zone 4:

South Lobby Exit (main entry)

Admin Wing's East half

- **2-1/2 rows of cubicles**
- From **middle of room** eastward, to **interior exit**

Path continues…

- through the interior exit,
- across the ramp,
- down the stairs to the Lobby,
- out the South Lobby exit,
- south-west along the sidewalk,
- through Staff Parking Lot 9,
- to Student Parking Lot 9 gravel area.

Zone B:

South-East Exit (end of hallway)

- **Elevator**
- **Hallway of classrooms and restrooms**

Pathway is…

- down the hallway to/through the SE exit,
- down the exterior stairs,
- to/through Staff Parking Lot 9,
- to Student Parking Lot 9 gravel area.

Accessible Description:
Assembly Area Map for Napa Hall

Overview, May 2026

This map shows the emergency assembly areas for evacuating Napa Hall (at the south end of the Sacramento State campus).

- Napa Hall (on southwest corner of State University Dr. & College Town Dr).
- Evacuation assembly area in Student Lot 9's closest gravel portion (west of Napa Hall, on the other side of Staff Lot 9).
- Groups A-D are assigned to evacuees (north to south, facing east to Napa Hall). From north to south, the groups are arranged as follows:
  - Group A: 1st Floor Administrative Wing
  - Group B: 2nd Floor Administrative Wing
  - Group C: 1st Floor Classrooms
  - Group D: 2nd Floor Classrooms
- Folsom Hall, Room 2016 - Emergency Operations Center (EOC) for Napa Hall.
  - Folsom Hall is on Folsom Blvd, on the other side of U.S. Highway 50.
  - Room 2016 is on the 2nd floor at the NE corner of the building.

Suggested Accessible Short Description (Alt Text)

Emergency assembly map for Sacramento State's Napa Hall evacuation assembly area in Student Lot 9. The map includes assembly group assignments A through D for evacuees.