


**BURBANK UNIFIED SCHOOL DISTRICT  
EMERGENCY OPERATIONS**

**INSERT COPY OF EACH S&R MAP AFTER  
THIS PAGE (Page 95-a).**


**Guidelines for Preparing S&R Maps**

**Consider**

1. Note and color-code utility shutoffs on map.

 = Gas (yellow)

 = Electric (green)

 = Water (blue)

2. Note and color fire extinguisher locations.

 = Extinguisher (red)

3. Note and color fire sprinkler control valve location.

 = Sprinkler shutoff (red)

4. Place symbol legend on each map.

5. Make map large enough so triage tally and/or damage location can be written where applicable.

Triage symbols:

“I”	=	Immediate
“D”	=	Delayed
“M”	=	Minor
“UF”	=	Unconfirmed Fatality

6. Leave sufficient end border to allow clipboard mounting.

7. Limit search area size. Determine size of building area (s) that can be searched effectively in minimum amount of time. Do not assign too large a search area to any one team.