

INTEROFFICE CORRESPONDENCE
Los Angeles Unified School District
Division of District Operations

To: All Staff
LAUSD Administrative Headquarters

Date: October 20, 2016

From: Yekaterina Boyajian
Director, District Operations
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RE: Emergency Information Call-In Number
LAUSD Administrative Headquarters

In the event of a major emergency that may impact access or operations at LAUSD Administrative Headquarters, please call the following number for a recorded message:

Headquarters: (213) 279-2131

If activated, the recording will include basic information about the emergency event at or near Headquarters and will provide instructions for reporting to work. The recording will be updated periodically.

For emergency events that may impact any or all schools or other District sites, please call the following number for a recorded message.

Schools and other District sites: (213) 279-2135

The recording will also include basic information about the event and instructions for reporting to work. This recording will also be updated periodically.

If you have any questions or concerns, please contact the Office of the Building at (213) 241-1320. Thank you for your attention.