

WELCOME TO UC ANR SECOND STREET BUILDING



University of California
Agriculture and Natural Resources

2801 Second Street
Davis, CA 95618-7774

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Presented by the Second Street Space Committee
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Welcome to UC ANR at Second Street

A LITTLE ABOUT THE BUILDING

UC ANR Davis has many state-of-the-art features, and also represents UC ANR values:

- **Innovation:** We are leading innovators in bringing science-based solutions to California's communities and the world. This building demonstrates UC ANR innovation through comfortable workspaces with state-of-the-art technology.
- **Sustainability:** Demonstrated by the building renovation as well as by achieving Leadership in Energy & Environmental Design (LEED) status, as conferred by the US Green Building Council.
- **Collaboration and Teamwork:** With 23 units working together at UC ANR Davis, we have an exciting opportunity to make new connections, expand our networks and collaborate more effectively.

THE UC ANR UNITS LOCATED HERE:

- 4-H Youth Development Program
- Business Operations Center (BOC)
- California Institute for Water Resources (CIWR)

- Community Nutrition and Health
- Contracts & Grants (C&G)
- Development Services (DS)
- Environmental Stewards Program
- Facilities, Planning, and Management (FPM)
- Government and Community Relations
- Human Resources (HR)
- Informatics and Geographic Information Systems (IGIS) Statewide Program
- Information Technology
- Master Gardener Program
- Nutrition Policy Institute (NPI)
- Policies, Compliance, and Programmatic Agreements
- Program Support Unit (PSU)
- Publishing
- Risk and Safety Services (RSS)
- Statewide Integrated Pest Management Program (IPM)
- Statewide Programs and REC Operations (SWPR)
- Strategic Communications
- Sustainable Agriculture Research & Education Program (SAREP)
- Workplace Inclusion and Belonging

Building Specifics and Floorplans

ACCESSING THE BUILDING

Four exterior doors can be accessed using a key fob. Door #1, the building's main entrance, faces the parking lot on the southeast side of the building. Outside of normal operating hours (8am to 5pm, M-F), the main entrance should be used for access. During business hours, a key fob also allows access to the exterior doors which remain locked all hours; Doors #2 and #3, on the northeast and northwest side of the building (also known as the east conference center entrance), northwest side (west conference center entrance), and Door #6 on the south side (patio entrance).

Once assigned to you, key fobs should not be shared or loaned to anyone. Lost or stolen key fobs should be reported as soon as possible through the [Ask Button](#) for deactivation and replacement.

ALARM

Alarm sensors and motion detectors are located throughout the building. There are four alarm control panels in the building: The main entrance (Door #1), the east conference center entrance (Door #2), the west conference center entrance (Door #3), and the south entrance door near the elevators (Door#6). Reminder: when entering or exiting the building, the key fob and alarm system are separate. Your passcode is required to activate and deactivate the alarm.

Employees who receive a key fob and alarm code will be trained on the activation and deactivation procedure. Use the [Ask Button](#) to request training. A reminder on the process for activation/deactivation is posted near each alarm control panel.

BUILDING HOURS

The building's entrances are locked to public access at all times. The reception desk, located near the main entrance (Door #1, southeast doors), is staffed from 8 A.M. to 5 P.M., Monday through Friday. Visitors and guests are required to use Door #1 and check-in at the receptionist desk. Employee access via key fob is available at the southeast (Door #1), northeast (Door #2), northwest (Door #3), and south doors (Door #6). Do NOT prop open doors or leave access unattended.

Meetings scheduled outside public hours are the responsibility of the meeting leader. The meeting leader is responsible for building access for meeting participants and vendors. Please do not let people into the building that you do not know. All visitors must sign in with the receptionist.

CUSTODIAL SERVICES

Custodial services are provided and restrooms are cleaned daily. Common area trash cans are emptied daily. Please take any food waste to common area trash receptacles to keep our work area as fresh as possible. The break room refrigerators are emptied and cleaned weekly, while the freezer is emptied and cleaned monthly.

DISABILITY ACCESS

The building fully complies with accessibility code requirements. Any questions or concerns relating to accessibility in the building can be submitted to the [Ask Button](#) or to ANR's [Disability Services Coordinator](#) in the HR unit.

KEYS

Interior doors have regular keys. The exterior doors are accessed using a key fob (see [Accessing the Building](#)). Keys may be requested through the [Ask Button](#).

ALARMING THE BUILDING

If you are leaving the building and believe you are the last person here, several procedures need to happen before the alarm is set. Begin by walking around the building calling out and looking for any person who might still be in the building. This includes making sure nobody is in the restrooms, conference rooms or offices. While you are walking around checking for people it's also important to make sure all exterior doors to the building are closed completely by giving them a pull inward. Once you have checked both the upstairs and downstairs for coworkers, and you're sure you're now the only person left in the building, it's okay to set the alarm and exit the building.

If, upon checking the building you find that there is another person present, please notify them that they are responsible for checking the status of the building and that they should set the alarm before they leave.

AT SECOND STREET WEBSITE

To access the At Second Street website, go to the ANR Portal first, and click on link for "Second Street Building Information" (<http://ucanr.edu/sites/TheNewANRBuilding/>). The intranet site is a communications tool for all those residing in the UC ANR Second Street building.

Use it to:

- Make communications about workplace celebrations or activities.

- Suggestion box: What's on your mind? Use this for comments or questions regarding your workplace. Perhaps you wanted to ask about a policy change, or you wanted to see about inter-building training, etc. Do you have an idea about how to make your workplace better? Click the suggestion box button and submit your query. Please let us know if it's okay to make it public. If so, we will post it on the website and share the feedback.
- All suggestions will be reviewed by the Second Street Space and Operations Committee and discussed at the next meeting. Please let us know if you want to remain anonymous or if it's okay to post your name. Nothing will be made public without your consent.
- **Ask Button:** Click the Ask button if you have questions or insights about any building-related issues, or if there is an urgent matter. Is there an issue with the heating or air? Do you have a problem to report about one of the restrooms? Is there a broken or leaky faucet? Do you need to request a nameplate for your workstation?

Bicycles

EMPLOYEE BICYCLE STORAGE

Bicycle racks are available near the southeast and northwest entrances of the building. Employees are responsible for bringing their own locks. Leaving bicycles overnight is at your own risk. There is also an external bicycle cage (northeast entrance, Door #2) that is secure and allows for bicycle charging. While the cage is locked, it is a shared space and riders should secure their bicycles/scooters inside of the cage. Bicycles/scooters must be removed from the cage nightly. There is no provision for parking personal bicycles in the Building.

There are twelve bicycle lockers available on a first-come, first-served basis for bicycle commuters.

Keys may be checked out from the facilities manager. Lockers should be emptied every night. A bicycle repair kit with common tools and a tire pump/compressor is available in the Sacramento Valley conference room foyer next to the loaner bicycles at the northwest entrance.

LOANER BICYCLES

There are four loaner bicycles, locks, and helmets available for checkout. You may reserve them by Calendar, and keys can be picked up from the receptionist. The "bicycle pool" can be used to travel to the UC Davis campus or just for fun and exercise. These are located at the northwest entrance in the foyer of the Sacramento Valley Room.

A signed waiver is required to be on file before bicycles can be checked out. The keys are available from the receptionist. Please return the loaner bikes and lock them at the rack inside the Sacramento Room foyer by the end of the day and report any problems to the receptionist.

You will find bicycle maps of the Davis near the location of the loaner bicycles.

Common Areas and Locations

BREAK ROOM

The employee break room can be used by anyone in the building. It is on the first floor and is equipped with the following:

- Two commercial-grade refrigerators

- One commercial-grade freezer
- Four microwaves
- One toaster
- One toaster oven
- Two single-serve (pod-type) coffee machines with filtered water. “Pods” are available at most supermarkets.
- One hot water kettle
- One ice/water dispensing machine
- Filtered water is available from drinking fountains and water bottle filling station located outside the break room

Please wash and dry your dishes after use and take them back to your workspace. Please do not leave dishes in the sink.

2ND FLOOR COFFEE BAR AND WATER FILLING STATION

The break station on the second floor is located on the second floor near the elevator. Provided is a drinking fountain, a water bottle filling station, a hot water kettle, and a coffee maker. The coffee maker is a single-serve (pod-type) machine, the same style that is available in the break room on the first floor. Please keep this area clean and tidy.

If there is a problem with any of the machinery or items provided for the break areas, please use the [Ask Button](#) to let someone know.

COMMON SPACES/QUIET ROOMS

There are five total quiet rooms. These rooms can be used for small, impromptu meetings or for getting away to a quiet, private space. The first floor rooms are: 151, 167, the Colorado Room, and the Mojave Room. The Modoc Room is the sole quiet room on the second floor that is located on the northwest side. All quiet rooms are equipped with audio-visual equipment with Zoom functionality. Quiet rooms 151 and 167 are available on a first-come, first-served basis and the Colorado, Mojave, and Modoc rooms can be reserved via Outlook Calendar.

There are three common open spaces for general use. There are two on the second floor located at the south end, as well as the middle section between the two stairwells. There is one common open space on the first floor just outside of the break room.

Be considerate of others when walking through the hallways and speak with a soft voice. When headphones are in use, be mindful not to startle the user. Consider sending an email to ask for a meeting.

EXERCISE BICYCLES

There are two exercise cycles for use by building occupants. One is located on the second floor within the south common space along the windows facing the train tracks, and the other is on the first floor outside of the break room.

LACTATION ROOM

Located around the corner (toward the women’s restrooms) from the second floor break station is the lactation room. It is equipped with a sink and a small refrigerator. Please label and date milk, and take it home daily. Employees who need the use of the lactation room are required to register for the [Lactation Support Program \(LSP\)](#). Please request access by using the [Ask Button](#).

PRINTER/COPIER MACHINES

The UCD Reprographics copier program provides the Second Street building with seven shared printer/copiers: Four on the first floor and three on the second floor. The main printer/copier in the Mail Room and the printer/copier on the second floor on the south end of the building have color capability. All seven machines have:

- Scanning capability
- Varying paper sizes
- Staplers
- 3-hole punch
- Collation

In general, individual desktop printers are not allowed. This is to maintain energy efficiency, reduce waste, provide ease of maintenance/support, and compliance with LEED standards. Rare exceptions may be granted due to technical or operational needs and must be approved by the Second Street Space and Operations Committee.

Supplies and paper (white and basic colors) are provided by Repro Graphics. Each department will be issued a printer code or codes as needed. Instructions for secure printing are located at each copy machine. Go to [At Second Street](#) for details. If at any time a machine is out of service, please send your job to another machine.

When issues with printers/copiers do arise, always submit a service request via the [Ask button](#) so a service representative can be contacted to respond to the problem. Using the Ask button helps prevent any duplicate requests or confusion concerning the machines. If possible, leave a sample of a misprinted copy taped to the machine so the technician can identify what the problem may be. In addition, when submitting an Ask button request, always identify the machine by the label on the machine. Example: S2 (South Second Floor) or NE1 (North West First Floor).

If toner needs to be replaced, or toner waste removed, please use the [Ask button](#) to request replacement. Replacing toner cartridges requires specific handling and training and if not done properly, spillage can occur which can leave stains or ruin clothing. All supplies for the machines are ordered centrally; please do not contact Reprographics directly. All paper and supplies are to only be used by the seven networked machines. If you have permission for a desktop printer, the paper and toner cartridges need to be ordered by the department.

One last helpful tip – the copier in the mail room is designed for larger print/copy jobs and is much faster than the other units. It also has larger paper storage for fewer interruptions.

RESTROOMS

There are three sets of restrooms. They are located near the first-floor break room, near the elevator on the second floor, and in the first-floor conference center area which also has a gender-inclusive restroom with a changing table.

COMPOST/RECYCLING

There are recycling bins for paper, plastic, and aluminum as well as a compost bin for perishable foods in the break room and at the coffee bar on the second floor. Additional recycling and compost bins can be found outside of Coast Room, San Joaquin Valley Room, Sacramento Valley Room, and 238 Copier space. Additional paper recycling bins can be found in the Mail Room and all Copier spaces. Cardboard or used boxes must be flattened and disposed outside in the dumpster area, located near the northeast entrance, Door #2. Please support our efforts to direct as much of our waste toward the recycling and compost bins as possible by following the directions on the signs.

SHOWERS

Two showers are located behind the first-floor conference center in the north hallway. One shower is located inside the Single User Private Restroom and the second one is a separate unisex shower room. Please remove any personal items after using the showers.

COMMUNITY BULLETIN BOARD

Located between the men's and women's restrooms on the first floor (south) is the Community Bulletin Board, which can be used to post general employee notices. Is there a birthday you'd like to announce or a community event you want us to know about? Please put a date on the flyer. Most notices will be taken down after 30 days. Permission from Facilities is required to post notices in any other places inside or outside the building.

HOTEL WORKSPACES

Six hotel workspaces are located on the east side of the building, between the Colorado Room and the northeast stairwell. Each of these workstations include an adjustable work surface, docking station, monitor, keyboard and mouse and are available for use on a drop-in basis. An additional three workspaces are available near the reception area for visitors' use. They are available on a drop-in basis. Please ask the receptionist if you or a guest need to use them.

WATER FILLING STATIONS

Drinking fountains and water filling stations are located near the first-floor break room, in the north hallway near the first-floor conference center, and on the second floor southwest of the elevator.

WORKSPACES, GENERAL

- To take full advantage of the building's natural light, do not cover glass panels in cubicle walls or offices.
- Please do not place decorative items on office windowsills or near workstation ledges on the second floor.
- Kitchen-type appliances should be used only in the break room.
- Coat racks are available by the mail room and by the northwest entrance for heavy coats and rain gear.

Mail and Storage

MAIL ROOM

The Mail Room is located at the front entrance. It contains mail slots for all employees at the Second Street building. Other items housed in the mail room:

- Printer/copier
- Laminating machine (departments must maintain their own supplies)
- Outgoing campus mail and incoming mail
- Battery recycling
- Miscellaneous office supplies (most supplies are maintained by each department)
- Recycle bins
- Labor & Employment board

- Employee Orientation bulletin board

Incoming mail: U.S. Postal Service and UC Davis campus mail (including inter-campus) will be delivered daily and distributed to individual mail slots by the receptionist. There are also mail slots for departments.

Outbound U.S. mail may be placed on the reception desk for pick up by the US Postal Service.

A label machine is available in the mail room for printing address labels.

Inter-campus Mail: Mail that is being sent to campus should be placed in the designated bin in the mail room.

Delivery and pickup times for U.S. mail and campus mail are posted in the mail room. Just to clarify, mail is only picked up in the morning (before noon) when the campus delivery is made. If you'd like something to go out the same day, like a FedEx package, then you'll need to go to Mail Services on the UC Davis campus.

Our physical mailing address (also used for the U.S. Postal Service):

(Your Name)

UC ANR

(Unit Name)

2801 Second Street Davis, CA 95618-7774

For more information, see:

ucanr.edu/sites/TheNewANRBuilding/Employee_Resources/Mail_Operations/

INSIDE STORAGE

Units have assigned file cabinets and storage areas. Please do not store hazardous materials. If you have questions as to whether materials are considered hazardous, contact the building Safety Coordinator, **David Alamillo** at daalamillo@ucanr.edu or (530) 750-1261. If your unit requires a change in storage space, your unit director should send a request to the building [Ask Button](#).

OUTSIDE STORAGE

Storage containers are located on the north end of the parking lot. Keys are assigned to Units. Avoid activity in containers during the heat of the day. For more information, see:

ucanr.edu/sites/TheNewANRBuilding/Employee_Resources/Second_Street_Space_Committee/

Conference Rooms and Policy

CONFERENCE ROOMS

There are six medium to large conference/meeting rooms for use at the Second Street building. The first floor has two medium-sized rooms as well as two large rooms. The north conference room is called the Valley Conference Center and can be utilized as one large conference space, or with the adjustable wall, can be divided into two smaller spaces. Separately these are known as the San Joaquin Valley Room and the Sacramento Valley Room.

Capacity for the first floor conference rooms is as follows:

- Sacramento Valley Conference Room #148 –capacity allowance of 88 people (Extension #1615)
- San Joaquin Valley Conference Room #149 –capacity allowance of 112 people (Extension #1616)
- Bay Room #105 – capacity allowance of 8 people (Extension #1621)

- Coast Room #104– capacity allowance of 16-18 people (Extension #1619)
- Colorado & Mojave Rooms near the northeast door – capacity allowance of 4 people (Extension #1624 for Colorado and #1622 for Mojave)
- Hotel spaces (142 A-F) – 6 spaces non-reservable.

The second floor has two medium-sized conference rooms:

- Modoc Room #253 – capacity allowance of 4 people (Extension #1623)
- Sierra Room #1358 – capacity allowance of 8 people (Extension #1627)

RESERVING A ROOM AND SCHEDULING EVENTS

Medium-size conference rooms are scheduled using your Outlook calendar. For detailed instructions, go to the [At Second Street](#) website and click on the top navigation called Conference Resources. You will also find information regarding meeting room capacities and audio/visual equipment with Zoom functionality.

Because the Valley Conference space is set aside mainly for larger events, please make reservations for the San Joaquin Valley Conference Room and/or the Sacramento Valley Conference Room through the Program Support Unit at: https://ucanr.co1.qualtrics.com/jfe/form/SV_0qY3nrex7360RWS.

CATERING

To ensure proper insurance is on file, use a UC Davis campus-approved caterer. The following link directs you to the approved UC Davis caterers at: <https://ces.ucdavis.edu/food-and-services-events>.

HEALTHY MEETING BEST PRACTICES

ANR’s Staff Assembly Wellness Committee has developed healthy meeting best practices for increasing your meeting’s health, productivity, and focus. Visit their website for tips to integrate into your next meeting:

http://staffassembly.ucanr.edu/Subcommittees/Wellness_Committee/Wellness_Committee/Healthy_Meeting_Best_Practices/

VIDEO CONFERENCING

All meeting rooms are fully equipped with Zoom. Contact desktop support for assistance at (530) 750-1212.

Multimedia Studio

MULTIMEDIA STUDIO (ROOM 196)

The Multimedia Studio is an ideal place for creating projects involving video, audio, and photography. It is fully equipped for the following:

- Audio Production – Recording interviews, voiceovers, podcasts, and sound effects
- Video Production – Filming in-studio video recordings, including interviews and instructional videos
- Photography – Portrait and product photography

The studio features a soundproof booth with microphones and a sound mixer, professional lighting, tripods, backdrops, tables, and cameras. The studio is free to use and is a resource available to all UC

ANR employees. For audio or video development, contact [Ethan Ireland](#), and for photography assistance, contact [Evevtt Kilmartin](#).

RESERVING THE STUDIO

To book the studio for your project, follow these steps:

1. Join the ANR Collaborative Tools [Multimedia studio \('Studio 196'\) users](#) Group. To request access, contact [Petr Kosina](#).
2. Read the [User Code of Conduct](#). Download the document from the group page and familiarize yourself with the guidelines.
3. Sign and Upload the Code of Conduct. Upload the signed document to the Document Section of the Collaborative Tools Users Group.

Emergency and Evacuation

EMERGENCY ALARM

If an emergency occurs, pull the fire alarm located by any of the four main entrances.

Every employee will be trained in the emergency procedures as part of orientation to the building, and periodic drills will be conducted. For more information, refer to your copy of the Emergency Action and Fire Prevention Plan or ask your unit's safety contact or [Risk & Safety Services](#).

EMERGENCY CONTACT INFORMATION

- Fire/Medical Emergency dial 911.
- For non-emergencies, contact the City of Davis Police: (530) 747-5400.

The Building's Safety Coordinator should also be notified of all emergencies. Please notify [David Alamillo](#) or use the [ASK EH&S](#) button at [safety.ucanr.edu](#)

EMERGENCY PROCEDURES AND EQUIPMENT

Automatic External Defibrillator (AED).

An AED is located on the first floor behind the conference center in the north hallway. Please see floor plan on pages 4 and 5 for reference.

First Aid

First aid kits are located on the first floor in the break room and the north hallway behind the conference center. On the second floor, they are located under the coffee bar and in the northwest corner near Modoc Room. Please see the floor plan on pages 4 and 5 for reference.

Fire Extinguishers

Fire extinguishers are located throughout the building. Training will be offered on a periodic basis by Risk and Safety Services. Please see the floor plan on pages 4 and 5 for reference.

Evacuation Plan

All employees will be trained on the Emergency Action and Fire Prevention Plan during their building orientation. The Emergency Action and Fire Prevention Plan is posted on the building website for your reference.

Please familiarize yourself with the emergency evacuation map located by the elevator and at every stairway throughout the building. There will be an annual emergency evacuation drill.

Questions about emergency procedures should be directed to the Building Safety Coordinator. Please contact [David Alamillo](#) or use the [ASK EH&S](#) button at safety.ucanr.edu

General Policies and Procedures

ANIMALS

Only service animals are allowed in the building.

ERGONOMICS

All employees are encouraged to complete Ergonomic Self-Assessment and Training, which is available via Risk & Safety Solutions. The access link and instructions on navigating it can be found at: https://safety.ucanr.edu/Programs/Ergonomics/Ergonomic_Assessment. Once completed, Risk & Safety team will reach out to follow up and provide an ergonomic evaluation to analyze the assessment as well as discuss any ergonomic concerns. If you are experiencing any discomfort at your workstation and/or need particular accommodations, use the Ergonomics Questions button at <https://safety.ucanr.edu/Programs/Ergonomics/>.

FOOD/DRINK STORAGE

Due to pest concerns, food/drink (including water) cannot be left unattended overnight, unless sealed/secured in glass or metal containers. This includes storage rooms and desk drawers.

LOST AND FOUND

If you or someone you know has lost or misplaced an item, please check with the receptionist.

PARKING

Parking is available within the building's front and rear parking lot, free of charge. Park only in the spaces designated for UC ANR use. See the map, page 14 for reference. Parking spaces in the front lot (closest to the building) are mostly compact-sized stalls. Please be mindful and park within the painted lines of each space and be careful when exiting or maneuvering near other vehicles. The back/newer parking lot area contains full-size parking stalls. Larger vehicles that cannot fit within the lined (compact) spaces of the front lot should be courteous and park within full-sized spaces in the rear lot.

Six Electric Vehicle (EV) Charging Stations are available for use, located across from the main entrance (southeast doors) and in the back parking lot. Contact [Sinan Al Adlhami](#) for access to the EV Charging Stations. Visitors may also temporarily utilize the EV Charging Stations but are required to check in with the front desk receptionist for guidance.

TECHNOLOGY SUPPORT

If your computer is not functioning properly, contact desktop support at (530) 750-1212, or click the Tech Help button in the UC ANR Portal ucanr.edu/portal.

TEMPERATURE CONTROL

Building temperatures are controlled centrally. Personal fans and heaters are allowed if they comply with building and safety regulations, and have received an approval tag requested through [Ask Button](#). Building regulations: 250 watts max; UL listed, cord of 6 feet or less. Safety regulations: see the safety notes posted at <http://safety.ucanr.org/files/1391.pdf>. Please submit a query at the [Ask](#)

Button if you have a problem with the temperature or need an evaluation of your personal appliance's compliance.

VISITORS

Visitors must enter through the main entrance and check in with the receptionist. Parents and guardians should not leave their children unattended in any part of the building.

WIRELESS

Wireless access: Access is enabled throughout the building and on the patios. Go to At Second Street <https://ucanr.edu/sites/TheDavisANRBBuilding/> for more log-in information or contact desktop support for assistance at (530) 750-1212.

ONBOARDING/NEW EMPLOYEES

https://ucanr.edu/sites/Professional_Development/Office_-_Team_Management/Supervisor_Guide_to_Onboarding_New_Employees/Onboarding_New_Employees_Introduction/#:~:text=Assign%20a%20colleague%2Facademic%20peer,I9%20needs%20to%20be%20completed.

NONDISCRIMINATION STATEMENT

The University of California, Division of Agriculture and Natural Resources (UC ANR) prohibits discrimination against or harassment of any person employed by or seeking employment with the University on the basis of race, color, national origin, religion, sex, gender, gender expression, gender identity, pregnancy (which includes pregnancy, childbirth, and medical conditions related to pregnancy or childbirth), physical or mental disability, medical condition (cancer-related or genetic characteristics), genetic information (including family medical history), ancestry, marital status, age, sexual orientation, citizenship, status as a protected veteran or service in the uniformed services (as defined by the Uniformed Services Employment and Reemployment Rights Act of 1994 [USERRA]), as well as state military and naval service.

University policy prohibits retaliation against anyone for bringing a complaint of discrimination or harassment. This policy also prohibits retaliation against a person who assists someone with a complaint of discrimination or harassment or participates in any manner in an investigation or resolution of a complaint of discrimination or harassment. Retaliation includes threats, intimidation, reprisals, and/or adverse actions related to employment.

UC ANR is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability, age, or protected veteran status.

University policy is intended to be consistent with the provisions of applicable State and Federal laws.

Inquiries regarding the University's equal employment opportunity policies may be directed to:

Bethanie Brown, Chief Human Resources Officer,
University of California, Agriculture and Natural Resources,
2801 Second Street, Davis, CA 95618
(530) 750-1316; E-Mail: brbbrown@ucanr.edu http://ucanr.edu/sites/anrstaff/Diversity/Affirmative_Action/

MAPS

EMERGENCY PROCEDURES

Automatic External Defibrillators (AED)

An AED is located on the first floor behind the conference center in the north hallway.

First Aid

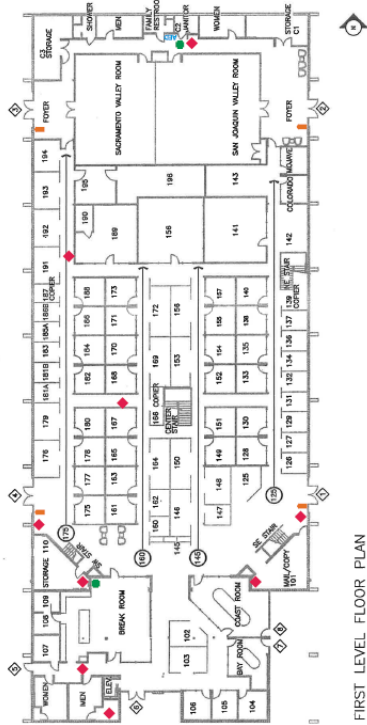
First aid kits are located in the break room, at the second floor coffee bar and in the north hallway behind the conference center.

Fire Extinguishers

Fire extinguishers are located throughout the building. Training will be offered on an ongoing basis by Risk and Safety Services.

(Please see the maps on pages 4 & 5 for exact locations.)

- ♦ Fire Extinguisher
- Fire Alarm Pull Station
- First Aid Kit
- AED Automatic External Defibrillator

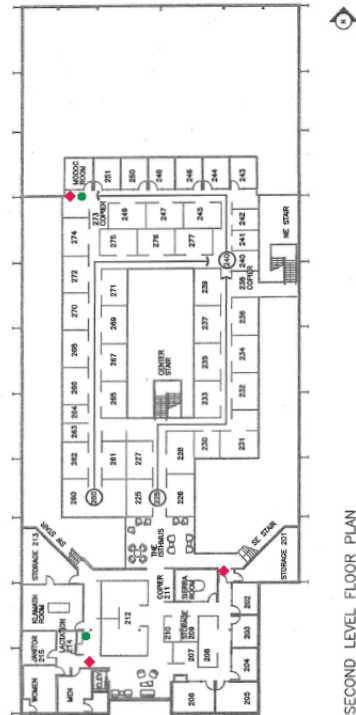


Emergency Contact Information

- Fire/Medical Emergency dial 911.
- For non-emergencies, contact City of Davis Police: (530) 747-5400.

The safety coordinator should also be notified of all emergencies. Please contact Mark Barros 530-750-1262 or e-mail mbarros@ucdavis.edu and call for emergencies 530-304-1015.

- ♦ Fire Extinguisher
- Fire Alarm Pull Station
- First Aid Kit
- Automatic External Defibrillator



UC ANR Parking Lot Map
Please do not park in adjacent businesses.