

## Special Notice:

The California Department of General Services and the California Highway Patrol have received information regarding an anticipated "Occupy" demonstration at the Ronald M. George State Office Complex located at 350 McAllister Street/455 Golden Gate Ave, San Francisco at approximately 3:00 p.m. today, Friday, January 20, 2012.

After meeting with CHP and building security personnel..., the following workplace safeguards will be implemented for the benefit of all building tenants, staff, the general public and building security.

CHP will have extra officers on duty. CHP's Lt. Dane Lobb will be the Officer-In-Charge. SFPD will also be available to assist and needed. At this point, both building entrances will remain open throughout the day. Should this change, building occupants will be informed.

At 11:00 a.m. today: Additional Securitas Officers will be stationed at the building's ground floor elevator lobbies at both entrances, as well as the loading dock and garage entrance. This will aid to ensure all normal business will continue and provide general public access to state services.

At 2:00 p.m. today: The entire building complex will be placed into 'after hours' operation. This means access to elevator and doors will be by building key cards. As a safety precaution, all employees are asked to please be aware not to permit persons without building key cards to follow behind them when entering elevators and restricted office spaces. Access by the general public will be provided via the Securitas Officers stationed at the elevator lobbies.

At 3:00 p.m. today: Both entrances to the building will remain open and the usual entry screening will be in place. The additional Securitas Officers will remain at the elevator lobbies, loading dock and garage entrances. CHP Officers will be stationed as needed throughout the bldg.

Each state agency-tenant within the building will decide their personnel needs.

C5 has been made aware of the situation and is responsible for contacting parents about their operations. The bldg's coffee shop and flower shop have also been informed of this information.

As necessary, appropriate building-wide PA announcements will be made. All persons are to follow the announced directions.

Please note: The Governor's Office within the building is closed today. Should anyone request to contact the Governor's Office, please have them call (916) 445-2841.

