

## **CAMPUS EMERGENCY MANAGEMENT**

### **PURPOSE**

The purpose of this policy is to ensure Edison State Community College has a written framework outlining university response to existing or potential emergency or hazardous situations on campus.

### **POLICY STATEMENT**

#### **Emergency Operations Plan (EOP)**

The EOP is maintained by the Department of Public Safety – Emergency Management Division. It is reviewed on an annual basis with a complete revision every three years. Procedures for reacting to specific emergency situations can be found on the Department of Public Safety website. Emergency procedures information can also be found in the Edison State Community College Annual Security Report published every Oct.1.

#### **Planning Responsibilities and Activation**

Edison State Community College departments develop, test, and maintain emergency response, continuity and recovery plans responsible for the protection of life and property on campus. The Department of Public Safety is responsible for the all-hazard emergency operations plan that defines the response to an imminent or potential emergency. Edison State Community College operates in accordance with the National Incident Management system. All Department of Public Safety staff are trained in the Incident Command System.

#### **Exercises**

Exercises designed to test the EOP are conducted on an annual basis in accordance with the Homeland Security Exercise and Evaluation Program (HSEEP). HSEEP is the standard that drills and exercises should meet and sets forth minimum requirements that include the assessment and evaluation of emergency plans, response capabilities, and evacuation procedures. Additionally, HSEEP requires proper follow-up and corrective actions when necessary. College personnel, surrounding jurisdiction first responders, government agencies, and members of the College community may be asked to participate in HSEEP exercises. The Department of Public Safety documents all exercises and works with local and state offices of emergency management to conduct the exercises.

### **PERSONS AFFECTED**

All Edison State Community College employees, students, and visitors.

### **DEFINITIONS**

See Policy #3358-9-01