



## **BP 3505      Emergency Response Plan**

References:            Education Code Sections 32280 et seq. and 71095; Government Code Sections 3100 and 8607 subdivision (a); Homeland Security Act of 2002; National Fire Protection Association 1600; Homeland Security Presidential Directive-5; Executive Order S-2-05; 19 California Code of Regulations Sections 2400-2450; 34 Code of Federal Regulations Part 668.46 subdivision (g)

Adopted:              May 22, 2013

Last Revised:

Last Reviewed:      May 22, 2013; October 14, 2020

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The District shall have emergency response and evacuation procedures for notifying the campus community in the event of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus.

The Superintendent/President shall establish procedures and a Disaster Preparedness Plan for the District to be activated in the event of an emergency, or when a natural disaster or hazardous condition occurs. The Disaster Preparedness Plan shall comply with the National Incident Management System (NIMS), the Standardized Emergency Management System (SEMS) and incorporate the functions and principles of the Incident Command System (ICS), the Master Mutual Aid Agreement (MMAA) and any other relevant programs. The Disaster Preparedness Plan shall also incorporate NIMS and SEMS to facilitate the coordination between and among agencies in the event of an emergency or natural disaster.

Compliance with NIMS and SEMS mandates include but are not limited to:

- Establishing disaster preparedness procedures or a plan; and
- Completion of training sessions by college personnel in compliance with NIMS and SEMS guidelines
  - Training requirements vary based on job titles or assigned roles within the emergency plan

District personnel will be informed that as public employees, they are also disaster service workers during national, state, and local emergencies. The District must ensure that its employees are in compliance with the disaster service worker oath requirements.

The Superintendent/President will establish a Crisis Response Team to carry out compliance with NIMS and SEMS mandates. The responses to emergencies or natural disasters are organized by SEMS into five categories:

- Field response
- Local government
- Operational areas
- Regions
- State

The Disaster Preparedness Plan should contain information regarding activation and chain of command responsibilities. The District will maintain compliance with NIMS mandates that require planning and incorporation for all phases of emergency management including mitigation and prevention, preparedness, response, and recovery. The District must ensure that its plan is updated regularly. Colleges must comply with NIMS and SEMS to receive Federal or state funding.

The Superintendent/President will communicate in a timely manner, and as necessary and practical, with the Board President during an emergency. Board members will make themselves available in the event an emergency Board meeting is necessary.

See Administrative Procedure 3505