



OFFICE OF THE PRESIDENT

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**CHANCELLORS
VICE PRESIDENT GOMES
ACADEMIC COUNCIL CHAIR BRUNK**

Policy on Safeguards, Security and Emergency Management

Dear Colleagues:

The new *Policy on Safeguards, Security and Emergency Management* reinforces the University's commitment to become more disaster-resistant. Programs are currently underway to make our campuses safer and more secure as well as less vulnerable and more resilient in the aftermath of any catastrophic disaster or other extraordinary disruption. Guidance on declaring a campus state of emergency has been transferred from the *Policies Applying to Campus Activities, Organizations, and Students* (Section 50) to this new policy, where it will be more accessible to the larger campus community.

The policy was developed by a workgroup composed of campus and Office of the President administrators and Academic Senate representatives, and co-chaired by Vice Provost for Research Lawrence Coleman and Associate Vice President Kristine Hafner, Information Resources and Communications. This effort included a broad review and comment from all locations including the University-managed National Laboratories.

As you know, last year each campus participated in a conventional "all-hazards" vulnerability and risk assessment process that identified and prioritized physical hazard risks at each campus. Subsequently, the Office of the President compiled campus information into a report that contains both hazard-specific and general mitigation recommendations. This soon-to-be-published information should be used as the foundation to guide campus program planning and implementation.

Sincerely,

Handwritten signature of Robert C. Dynes.

Robert C. Dynes

Enclosure

cc: Members, President's Cabinet
Laboratory Directors
Principal Officers of The Regents

January 25, 2006

Policy on Safeguards, Security and Emergency Management

Programs to create and maintain safeguards, security and emergency management are essential to ensure that the University mitigates risks and is able to continue to perform its mission in the event of natural or man-made disasters or other extraordinary events that might disrupt normal operations. These readiness programs are vital in protecting the lives and health of University faculty, staff, students and associates; in minimizing damage to and loss of University property and assets; and in restoring normal University operations as rapidly as possible.

This policy applies to all campus and Office of the President-managed operations.

Each campus and the Office of the President will maintain a comprehensive and effective program encompassing risk assessment, risk mitigation, emergency preparedness and response, and business recovery to strengthen crisis and consequence management capabilities across the University system. The scope and composition of such programs will be based on an assessment of the most probable risks, hazards, and losses that may occur at a particular location.

Each Chancellor will designate one or more responsible officials with full authority to implement campus-wide safeguards and security and emergency management programs. Campuses will coordinate with local public safety agencies and will establish interagency mutual aid agreements.

Declaration of a State of Emergency

When feasible, a campus shall consult with the President of the University before declaring a state of emergency to exist on the campus. In any event, the President must be notified as soon as possible. A Chancellor may declare a campus state of emergency when:

Emergent conditions exist on or within the vicinity of the campus as a result of a natural or man-made disaster, a civil disorder which poses the threat of serious injury to persons or damage to property, or based on other seriously disruptive events; and

Extraordinary measures are required immediately to avert, alleviate, or repair damage to University property or to maintain the orderly operation of the campus.

Delegations and Reporting

The President has delegated authority to the Senior Vice President--Business and Finance to further define measures to implement University policy regarding safeguards, security and emergency responses. The Chancellors are responsible for implementation at their respective locations.