



## **PART II**

# **DECLARATION OF EMERGENCY, DEFINITION OF CONDITIONS, CAMPUS STATE OF EMERGENCY, DISASTER DECLARATION, AND RECOVERY**

### **A. DECLARATION OF EMERGENCY**

During emergencies or disaster, decisions will be made to support operational priorities and personnel assignments to facilitate emergency operations. These decisions serve to meet the need of the incident, protect lives and property, and provide emergency resources during the incident.

The authority to declare a Campus State of Emergency (CSOE) at the University of Northern Colorado remains solely with the President and their designees. Upon this declaration, activation of the EOC may assist in incident management, planning, coordination, and resource acquisition. The declaration of emergency will be forwarded to Weld County Office of Emergency Management to inform them of emergency/disaster conditions at UNC and of the response/recovery efforts.

UNC uses a range of variables to assess and declare conditions levels of emergencies on campus. Decision making is driven by the needs of the incident, and there are three conditions of an emergency that may be set by:

- UNC President
- Senior Vice President for Finance & Administration
- Associate Vice President for Administration
- Assistant Vice President for Facilities Management
- UNC Chief of Police
- Director of Environmental Health and Safety

LEVEL OF EMERGENCY	SUMMARY/DESCRIPTION	EXAMPLES	UNC PERSONNEL
<p><b>Condition 1</b></p>	<p><b>Normal day-to day operations:</b></p> <p>The university will always be at condition 1 unless an authorized authority determines the situation warrants upgrading to condition 2 or 3.</p> <p>During normal operations, emergencies occur on campus, but remain within the scope and capability of campus and mutual-aid first responders.</p> <p>The ability for incidents to escalate into a broader, more complex incident is assumed and monitoring of all incidents on campus occurs by University Police and the Associate Vice President for Administration.</p>	<ul style="list-style-type: none"> <li>• Utility failure causing shut down of building(s)</li> <li>• Small explosions from small quantities of chemicals or fireworks</li> <li>• Unstable chemicals which require destruction</li> <li>• Minor hazardous materials incidents</li> <li>• Accident involving an injury that requires medical attention</li> <li>• Minor snowfall or icy roads increasing the risk of traffic accidents.</li> <li>• Bomb threat where no device is found</li> </ul>	<ul style="list-style-type: none"> <li>• On-duty UNC Police personnel</li> <li>• Associate Vice President for Administration</li> <li>• Additional resources requested by on scene IC</li> </ul>

LEVEL OF EMERGENCY	SUMMARY/DESCRIPTION	EXAMPLES	UNC PERSONNEL
<p><b>Condition 2</b></p>	<p><b>Incidents or accidents involving serious injury, death, or significant property damage:</b></p> <p>Emergency incident is serious and causes damage and/or interruption to campus operations.</p> <p>Consequences of the incident may adversely affect areas and persons beyond the immediate location due to building evacuation or closure, traffic pattern disruption due to re-routing of traffic on roads, or the closure of parking lots.</p> <p>The Emergency Operations Center may be activated to assist with policy decisions, coordination, resource</p>	<ul style="list-style-type: none"> <li>• Floods and small fires</li> <li>• Spill of hazardous materials, either with casualties or with significant potential or injury</li> <li>• Bomb threat where a possible explosive is identified</li> <li>• Crime scenes requiring extraordinary police response (hostage situation, investigated deaths, major</li> </ul>	<ul style="list-style-type: none"> <li>• On-duty UNC Police personnel supplemented by selected resources</li> <li>• Associate Vice President for Administration</li> <li>• Additional resources requested by on scene IC</li> <li>• EOC personnel</li> </ul>

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	ordering/logistics, and tactical support of the field response personnel	<p>traffic accidents, industrial or construction accidents)</p> <ul style="list-style-type: none"> <li>• Large-scale crowds or assemblies other than athletic or other scheduled events</li> </ul>	
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LEVEL OF EMERGENCY	SUMMARY/DESCRIPTION	EXAMPLES	UNC PERSONNEL
<b>Condition 3</b>	<p><b>Serious accidents or incidents involving multiple injuries and/or deaths</b></p> <p>Emergency incident is severe and causes damage and/or interruption to campus operations. Will require implementation of Emergency Operations Plan and relevant annexes.</p> <p>Extensive damage to buildings or other facilities resulting in the loss of use until major repairs are made.</p> <p>Major or widespread civil disturbances. Community-wide catastrophes. Violent terrorist or criminal actions resulting in multiple injuries or death.</p> <p>Full EOC activation for disaster conditions</p>	<ul style="list-style-type: none"> <li>• Explosion or fire in a building resulting in the closure of part or all of structure</li> <li>• Explosion or fire in a hazardous materials storage area resulting in the closure of that area as well as evacuation and possible closure of adjoining buildings.</li> <li>• Severe weather conditions such as tornadoes, floods or extraordinary snow fall which has disrupted the university's ability to function</li> <li>• Building collapse</li> <li>• Explosion or fire in a building resulting in the closure of part or part of the structure</li> <li>• Active shooter</li> </ul>	<ul style="list-style-type: none"> <li>• On-duty UNC Police personnel supplemented by Weld County and State resources</li> <li>• Associate Vice President for Administration</li> <li>• Additional resources requested by on scene IC</li> <li>• EOC personnel</li> </ul>

## B. CAMPUS STATE OF EMERGENCY

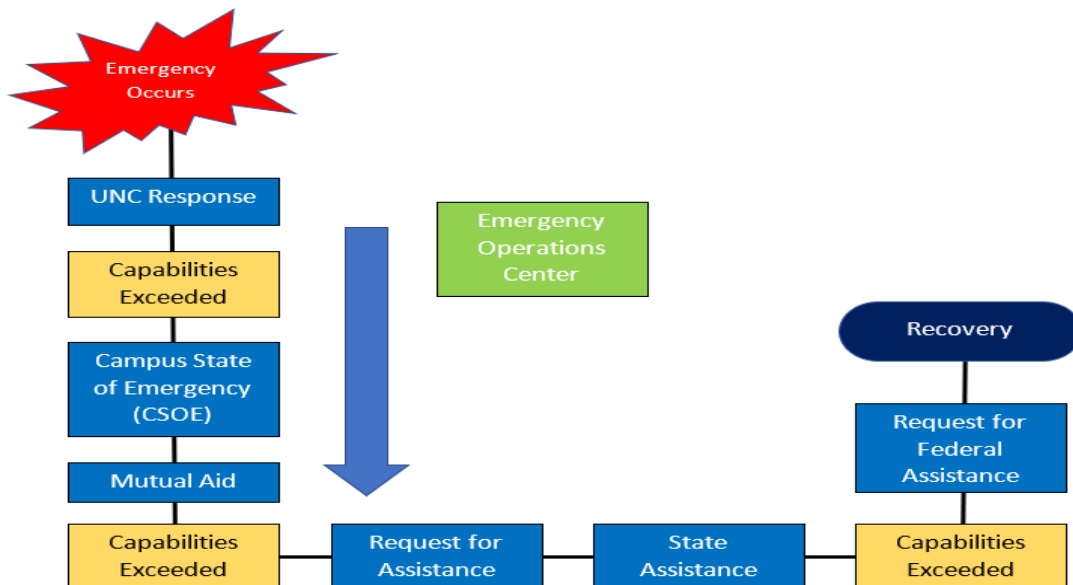
### C.R.S. 24-33.5-709. Local Disaster/Emergencies

(1) A local disaster may be declared only by the principal executive officer of a political subdivision. It shall not be continued or renewed for a period more than seven days (7) except by or with the consent of the governing board of the political subdivision. Any order or proclamation declaring, continuing, or terminating a local disaster emergency shall be given prompt and general publicity and shall be filed promptly with the county clerk and recorder, city clerk, or other authorized record-keeping agency and with the office of emergency management.

(2) The effect of a declaration of a local disaster emergency is to activate the response and recovery aspects of all applicable local and interjurisdictional disaster emergency plans and to authorize the furnishing of aid and assistance under such plans.

(3) No interjurisdictional emergency management agency or official thereof may declare a local disaster emergency unless expressly authorized by the agreement pursuant to which the agency functions. An interjurisdictional emergency management agency shall provide aid and services in accordance with the agreement pursuant to which it functions.

Below is the sequence of emergency operations and the progressive nature of disaster/emergency events. All incidents begin and end locally with UNC Incident Command. Requests for life saving assistance may be acted upon verbally or with a Campus State of Emergency or Disaster Declaration to Weld County Office of Emergency Management and the State of Colorado for large-scale events impacting the university.



**C. DISASTER DECLARATION**

Pursuant to the provisions of Section 24-33.5-709, Colorado Revised Statutes and any other applicable authority, I, \_\_\_\_\_, **(name)**

President of the University of Northern Colorado, Greeley, Colorado, do hereby declare a local disaster within the boundaries of the UNC Campus, including but not limiting to all buildings, structures, and property impacted by the **(threat/hazard)**

\_\_\_\_\_, which has created an imminent threat of widespread and severe damage to critical infrastructure, campus property, or the threat of widespread or severe injury or loss of life.

The purpose of this declaration of local disaster emergency is to activate the response and recovery aspects of all applicable campus, local, and interjurisdictional disaster emergency plans and to authorize the furnishing of aid and assistance. This declaration shall be valid for a period not to exceed seven (7) days unless continued or renewed by the Cabinet.

Dated \_\_\_\_\_, 20\_\_

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Andrew Feinstein  
University of Northern Colorado  
Greeley, CO

## **C. RECOVERY**

The transition from response to recovery occurs simultaneously and can be gradual. Short-term recovery (campus critical campus operations) will be coordinated through the Emergency Operations Center and the Associate Vice President for Administration.

The EOC Manager or Incident Commander will be responsible for recovery planning until it is determined that the need for lead coordination is no longer needed under the current recovery structure. The decision to transition authority and coordination of the incident and recovery is the responsibility of the Associate Vice President for Administration.

The UNC Police Department will remain active in a supporting role during the recovery period and provide assistance and resources as needed.

Recovery will involve several UNC departments and divisions, extensive records management, mitigation planning, and the execution of contracts, proposals, bidding processes, and significant costs. A high level of coordination between departments involved in the recovery will need to develop objectives and plans to meet the need of the community.