



PART I

AUTHORITY AND ORGANIZATION FOR RESPONSE TO EMERGENCIES

I. GENERAL

Organized response to an emergency requires clear understanding of the responsibility of the persons, departments or agencies of the University involved, coordination with City, County, State and Federal emergency response services, and periodic update, review and evaluation of results. This Emergency Response Plan describes the University's emergency response to cope with hazards which threaten the campus. It describes the concept of operations for response to potential emergencies and delineates the roles and responsibilities of departments, divisions and agencies that are expected to help protect lives and property on campus.

II. AUTHORITY

- A. Homeland Security Act of 2002, Directive (HSPD)-5
- B. Federal Civil Defense Act of 1950 (Public law 81-920) as amended
- C. Federal Disaster Relief Act of 1974 (Public Law 93-288) as amended
- D. Executive Order D 011 04, Governor Owens, 12/2004
- E. Colorado Disaster Emergency Act of 1973 (Title 24, Article 33.5 Colorado Revised Statutes) as amended
- F. Colorado Disaster Emergency Operation Plan of 1978
- G. Hazardous Substance Incidents (Title 29, Article 22 Colorado Revised Statutes) as amended
- H. University of Northern Colorado Regulations

III. ORGANIZATION

The Vice President for Administration, as Executive Director for Emergency Management, has overall authority for emergency response services and will be aided by an Emergency Response Committee. The Emergency Response Committee shall consist of:

Executive Director for Emergency Management
Vice President for Administration (Chair)

Incident Commander- Emergency Services and Public Safety
Chief of the University Police Department

Liaison Officer-Resource Operations
General Counsel

Safety Officer-Field Operations
Director of Environmental Health and Safety

Public Information Officer- Media Relations
Director of the Office of Media Relations

Operations Section- Strategy and Tactical Deployment
Chief/Sergeant, University Police Department

Planning Section-Management of Action Plan
Associate V.P. for Planning and Policy

Logistics Section-Resource Support
Director of Facilities Management

Finance/Administration Section-Financial Management
Assistant Vice President for Finance and Administration

The Emergency Response Committee may be aided in planning and emergency response by other individuals from the University, namely; Director of Human Resources, Police Communications Supervisor and the Director of the University Health Center. Additionally, city, county, state and federal resources may be considered, as appropriate. The Committee shall meet as necessary to review, refine and expand the Emergency Response Plan, and to coordinate joint training programs with the City, County and State.

IV. SUCCESSION OF AUTHORITY

In the absence of the Vice President for Administration, the Chief of Police will assume the role of Executive Director. Third in succession will be the Director of Facilities Management and fourth will be the Manager of Environmental Health and Safety.

V. RESPONSE PLAN

This response plan accommodates a wide range of emergency situations, from relatively minor to very serious. Since specific response action and activity will vary with the severity and complexity of the emergency, judgment based upon the circumstances is necessarily exercised by those responsible for response services. Should the situation demand, buildings or portions of buildings may be closed to everyone except authorized investigative, medical or maintenance personnel. Traffic and parking patterns and procedures may be suspended or modified, and other actions or activities contrary to normal community routine may be initiated to facilitate the response efforts.