

Policy Manual



Title: Emergency Policy	Number: 6Hx2-7.01
Legal Authority: Fla. Statutes §1001.64	Page: Page 1 of 1

GENERAL STATEMENT

In order to ensure the welfare of students, faculty, staff and visitors and the protection of College property during emergencies, the President of Broward College shall establish a College-wide program of all-hazard emergency management that incorporates mitigation, preparedness, response, and recovery activities. The program shall include the preparation, maintenance, and implementation of a Comprehensive Emergency Management Plan (CEMP) that establishes standard guidelines to mitigate, prepare for, respond to, and recover from an emergency or disaster impacting the College.

THE POLICY and THE STUDENT

Students are responsible for familiarizing themselves with emergency preparedness resources, campus emergency procedures, and evacuation routes in the buildings they use frequently. Students must be prepared to assess emergency situations quickly but thoroughly, and use common sense in determining how to implement any issued protective actions. Students are required to take protective actions in an orderly manner when directed by faculty, staff, emergency response personnel, or an emergency notification message. Students are also responsible for updating their contact information to maximize the College's capability to notify them of an emergency and to receive instructions on appropriate protective actions.

THE POLICY and THE FACULTY AND STAFF

Faculty and staff are seen as leaders on their campus and must be prepared to direct students, visitors, and colleagues to safe locations in the event of an emergency. Members are responsible for being familiar with applicable emergency plans, procedures, and evacuation routes for their assigned work locations. Faculty and staff must be prepared to assess emergency situations quickly but thoroughly, and use common sense in determining how to take any issued protective actions. During a declared state of emergency, faculty and staff not assigned a specific emergency management responsibility are required to take action as directed by the Campus Crisis Management Team. Faculty and staff are also responsible for updating their contact information to maximize the College's capability to notify them of an emergency and to receive instructions on appropriate protective actions.

IMPLEMENTATION and OVERSIGHT

The President or designee is authorized to execute the procedures necessary to implement this policy.

VIOLATION OF POLICY

Violations of this policy will be investigated and may result in discipline up to and including termination.

DEFINITIONS

Comprehensive Emergency Management Plan (CEMP) – The ongoing plan maintained by the Associate Vice President of Safety, Security and Emergency Preparedness for mitigating, preparing for, responding to, and recovering from a wide variety of potential hazards. The CEMP describes how people and property will be protected; details who is responsible for carrying out specific actions; identifies the personnel, equipment, facilities, supplies, and other resources available; and outlines how all actions will be coordinated.

History: Reissued September 21, 1982; revised March 19, 1991; revised July 23, 1997; revised October 23, 2012; revised May 27, 2014

Approved by the Board of Trustees	Date 05/27/14	President's Signature 	Date 05/27/14
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