

COLLEGE OF MICRONESIA-FSM

BOARD POLICY No. 7000

Emergency Response Plan

Date Adopted: 23 May 2012

Date Revised:

Date Reviewed: 22-24 March 2014

References: 1997 Emergency Preparedness Plan

This Plan is intended as a guide. The College of Micronesia-FSM reserves the right to modify its actions prior to, during, and after an emergency to ensure the proper functioning of the college.

The emergency response plan refers to emergencies and disasters that occur on property owned, leased, or operated by the College of Micronesia-FSM (COM-FSM) only.

Statement of Purpose

This document constitutes the emergency management and disaster preparedness plan for COM-FSM.

This plan is to be implemented in the event of a major emergency or disaster as declared by the president of the college.

The purposes of this plan are:

- To protect the lives and property of the college community during emergencies.
- To preserve the orderly functioning of the college community during emergencies.
- To establish clear lines of authority and communication with outside agencies during an emergency.
- To coordinate decision-making and effective use of available manpower and resources in the event of an emergency.
- To identify the college's role in coordinating emergency operations with outside agencies.

Emergency Plan Activation

This Emergency Response Plan shall be activated under the following circumstances:

1. When civil authorities declare a state of emergency that affects the college, either locally, statewide or national.

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2. When the president or his designee declares a college emergency.
3. When an occurrence such as threats of violence against individuals or groups, fires, and other hazards, potential or actual, seriously disrupts the overall operation of the college or threatens the health or safety of members of the college community.
4. When a natural hazard such as storms, typhoons, tsunamis, earthquakes, or other natural disasters affect the college.

Note: Unless otherwise directed by the president of the college, operational management of minor emergencies, i.e., incidents, potential or actual, which do not seriously affect the overall functioning of the college, depending upon the nature of the incident rests with the Office of Campus Security and Safety, in consultation with related department heads and in accordance with established protocols.

Plan Command and Control

In an emergency, command decisions will be made by the plan executive. The plan executive has the authority to activate the emergency plan. Operational implementation of the plan will be directed by the plan director.

Chain of Command

National site

Plan executive: President

Alternate number one: Vice President for Administrative Services

Alternate number two: Vice President for Enrollment Management and Student Services

Alternate number three: Vice President for Instructional Affairs

Alternate number four: Vice President for Cooperative Research and Extension

Plan director: Director of Maintenance, Facilities and Security

Alternate number one: Security and Safety Supervisor

Alternate number two: Project Manager, Maintenance

Alternate number three: Director Residence & Campus Life

State sites

Plan executive: Campus Director

Alternate number one: Campus Director Representative

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Plan director: Maintenance program specialist

In the event of an emergency at a state site, the plan executive will, if possible, keep the college president informed of the situation and decisions being made. If time frames permit, the president or his designee has the authority to overrule the state site plan executive.

Activation of the Plan

When emergency conditions are such that normal campus operational efforts can no longer effectively deal with the emergency, the emergency response plan will be placed into effect by the plan executive.

See Administrative Procedure 7000