

General Institution

1 BP 3505 EMERGENCY RESPONSE PLAN

2 References:

- 3 Education Code, Sections 32280 et seq., 35296, 42140, and 71095;
- 4 Government Code, Sections 3100 and 8607(a);
- 5 19 California Code of Regulations (CCR), Sections 2400-2450;
- 6 National Fire Protection Association 1600;
- 7 Homeland Security Act of 2002;
- 8 Homeland Security Presidential Directive-5;
- 9 Executive Order S-2-05;
- 10 34 CFR 668.46(g)

11 The District shall have emergency response and evacuation procedures for notifying the
12 campus community in the event of a significant emergency or dangerous situation
13 involving an immediate threat to the health or safety of students or employees occurring
14 on campus.

15 The President/Superintendent shall establish procedures that ensure that the District
16 implements a plan to be activated in the event of an emergency, or when a natural
17 disaster or hazardous condition occurs. This plan must comply with the National Incident
18 Management System (NIMS), the Standardized Emergency Management System
19 (SEMS) and should incorporate the functions and principles of the Incident Command
20 System (ICS), the Master Mutual Aid Agreement (MMAA) and any other relevant
21 programs. The plan must incorporate NIMS and SEMS to facilitate the coordination
22 between and among agencies in the event of an emergency or natural disaster.

23 Compliance with NIMS and SEMS mandates include but are not limited to:

- 24 • Establishing a disaster preparedness procedure or plan, and
- 25 • Completion of training sessions by college personnel in compliance with NIMS and
26 SEMS guidelines

27 College personnel must be informed that as public employees, they are also disaster
28 service workers during national, state, and local emergencies. The District must ensure
29 that its employees are in compliance with the disaster service worker legal requirements.

30 The President/Superintendent should ensure that a team is created to carry out
31 compliance with NIMS and SEMS mandates.

32 Responses to emergencies or natural disasters are organized by SEMS into five
33 categories: field response, local government, operational areas, regions, and the state
34 management level.

35 The plan should contain information regarding activation and chain of command
36 responsibilities. Compliance with NIMS mandates requires planning and incorporation

37 for all phases of emergency management including mitigation and prevention,
38 preparedness, response, and recovery. The District shall ensure that its Emergency
39 Response Plan is updated regularly and complies with NIMS and SEMS to receive state
40 or federal funding.

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42 Offices of Primary Responsibility: Vice President, Business Services

Date Adopted: December 10, 2008
Dates Revised: May 20, 2009; June 13, 2012
Date Reviewed: January 16, 2019; February 22, 2023