



# TECH UNIVERSITY HEALTH SCIENCES CENTER

## Operating Policy and Procedure

**HSC OP:** 76.01, **Emergency Management Plans**

**PURPOSE:** The purpose of this Health Sciences Center Operating Policy and Procedure (HSC OP) is to establish responsibility for the development, updating and distribution of Texas Tech Emergency Management Plans.

**REVIEW:** This HSC OP will be reviewed on September 1 of each year (EY) by the Executive Director of Public Safety and Emergency Management for the Texas Tech University System (TTUS), with recommendations for revisions submitted through administrative channels to the Chancellor by September 15.

The Texas Tech Emergency Management Plans will be reviewed annually and will be updated and revised as appropriate.

The Texas Tech Emergency Management Plans will be updated when changes in threat hazards, resources, and capabilities, or government structure occur. The need for Plan changes, updates, and revisions should be brought to the attention of the Executive Director of Public Safety and Emergency Management for the TTUS, who will ensure that any required Plan changes area made and distributed.

### **POLICY / PROCEDURE:**

1. Objectives:

The objectives of the Texas Tech Emergency Management Plans are to provide for the planning and resources necessary to protect the health, safety, and welfare of the members of our community and preserve both public and private property.

To achieve our objectives, we have organized an emergency program that is both integrated and comprehensive, addressing mitigation, preparedness, response, and recovery.

2. General:

Texas Tech Emergency Management Plans are not institutional specific; rather, they are structured and defined by the county in which the property is located in accordance with the Texas Government Code Section 418 and other applicable statutes. For example, all Texas Tech University System properties within Lubbock County Texas fall under the Texas Tech Emergency Management Plan – Lubbock Campuses.

The Texas Tech Emergency Management Plans are based on an “all-hazards” approach to emergency planning. The Plans address general functions that may need to be performed during any emergency situation and are not a collection of plans for specific types of incidents.

The Texas Tech Emergency Management Plans provide an emergency management structure that defines the operating characteristics, management components and structure of emergency management organization throughout the life cycle of an incident. The Texas Tech University System Board of Regents has formally adopted the National Incident Management System (NIMS). NIMS provides a consistent approach to the effective management of situations involving natural or man-made disasters, or terrorism. NIMS allows us to integrate our response activities using a set of standardized organizational structures designed to improve interoperability

between all levels of government, private sector, and nongovernmental organizations. All Texas Tech Emergency Plans will utilize the management principles set forth in the NIMS.

The Texas Tech Emergency Management Plans do not replace individual departments' responsibilities to develop and test their own emergency response procedures and guidelines. The Texas Tech Emergency Management Plans should however be used as the primary reference for integrating internal plans into Texas Tech's overall strategic operational plans. The Texas Tech Emergency Management Plans shall be used to help determine the relationships, responsibilities, and general guidelines departments are to use to establish their detailed emergency action procedures and guidelines, some of which may include response plans for specific types of incidents.

Additional information on the Texas Tech Emergency Management Plans can be obtained by contacting the Texas Tech University System Executive Director of Public Safety and Emergency Management at (806) 742-9000.