

GENERAL INSTITUTION

AP 3505 EMERGENCY RESPONSE PLAN

References:

- Education Code, Sections 32280 et seq. and 71095;
- Government Code, Sections 3100 and 8607(a);
- 19 California Code of Regulations (CCR), Sections 2400-2450;
- National Fire Protection Association 1600;
- Homeland Security Act of 2002;
- Homeland Security Presidential Directive-5;
- Executive Order S-2-05

In the event of an emergency, natural disaster or the occurrence of a hazardous condition the District must ensure the activation of a plan or procedures to protect and govern employees, students, visitors and children in childcare programs at District facilities.

The Superintendent/President shall ensure that an emergency management team is created to aid in the development, implementation, and communication of its emergency response plan.

The District's Emergency Response Plan shall adopt California's Standardized Management System (SEMS) and the National Incident Management System (NIMS). The purpose of SEMS is to provide a standardized response to emergencies involving multiple jurisdictions or multiple agencies. Compliance with requirements includes the use of the basic principles and components of emergency management which include the Incident Command System (ICS), multi-agency or inter-agency coordination, the operational area concept and established mutual aid systems. SEMS and NIMS both utilize ICS. ICS is the combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure, that is responsible for the management of resources to effectively accomplish the District's stated objectives in response to an incident.

For compliance with NIMS and SEMS mandates, the following information shall be included in the District's Emergency Response Plan:

- Plan activation procedures
- Chain of command procedures
- Emergency management procedures, including mitigation and prevention, preparedness, response, and recovery
- Procedures to coordinate comprehensive emergency management and preparedness activities with appropriate local, state, and federal government authorities

38 The Superintendent/President must ensure that District personnel with assigned roles
39 within the emergency response plan complete appropriate specialized training, in
40 compliance with NIMS and SEMS mandates. The District must comply with NIMS and
41 SEMS to receive state or federal funding.

42 The Superintendent/President must ensure that the District's emergency response plan
43 is updated regularly.

44 Office of Primary Responsibility: Finance and Administrative Services