

Emergency Procedures and Disaster Plans

The President or designee will develop and maintain a plan specifying procedures to be used in such emergencies as disorderly conduct, unlawful assembly, disturbances at College activities, natural disasters, fire, illness or injury of a student or staff member, and use of force on College property. The President or designee will consult with community and county agencies while developing this plan.

Copies of the emergency procedures plan will be made available to all College employees and posted in strategic locations.

In the case of long term disruption to College operations as a result of a declared public health emergency or other catastrophe, the College emergency plan shall at a minimum include the following:

1. Who is in charge of the plan;
2. What steps the College will take to manage the emergency;
3. Communication plan for staff, students, parents or emergency contact;
4. Continuing education plan for students;
5. Procedures for dealing with student privacy rights;
6. Employee leave procedures during a declared public health emergency or other catastrophe;
7. Employee pay and benefit plan and procedures;
8. Facility utilization by other agencies procedures;
9. Business operations plan for offsite operation or alternative measures.

END OF POLICY

Legal Reference(s):

[ORS 341.290\(2\)](#)
[ORS 431.264 \(2\)\(e\)](#)
[ORS 433.441](#)

[OAR 437-002-0161](#)
[OAR 437-002-0360](#)
[OAR 437-002-0377](#)

[OAR 581-022-1420](#)