

Note: The following policy language is both **legally required** and **legally advised** to comply with recent changes to The Clery Act.

First Reading–3/12/12  
Second Reading–4/9/12  
Final Reading–5/7/12

## **Revised - GCCCD Policy**

**BP 3501**  
**BP 3505**

### **Disaster Preparedness** **Emergency Preparedness and** **Management Plan**

Reference: ***Education Code Sections 32280 et seq. and 71095;***  
***Government Code Sections 3100 and 8607(a);***  
***Homeland Security Act of 2002;***  
***National Fire Protection Association 1600;***  
***Homeland Security Presidential Directive-5;***  
***Executive Order S-2-05;***  
***19 California Code of Regulations Sections 2400-2450;***  
***34 Code of Federal Regulations 668.46(g).***

Adoption Date:

---

This policy will replace current BP 3501 Disaster Preparedness, which reads:

~~The Chancellor shall develop a plan and procedures for response to emergencies to ensure the safety of students and employees in the event of natural or other disasters. Emergency plans shall be on file in the District Public Safety Department and at the County Superintendent of Schools, and shall be reviewed annually.~~

[Replaced with more comprehensive BP 3505 Emergency Preparedness and Management Plan. The following CCLC template language is *legally required* – CCLC template language, except italicized language.]

*The Grossmont-Cuyamaca Community College District (District) shall have emergency response and evacuation procedures for notifying the campus communities in the event of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus.*

[The following CCLC template language is *legally advised* – CCLC template language except italicized language]

The *Chancellor* shall establish procedures that ensure that the District implements a plan to be activated in the event of an emergency or the occurrence of a natural disaster or hazardous condition. This plan must comply with the National Incident Management System (NIMS), the Standardized Emergency Management System (SEMS) and should incorporate the functions and principles of the Incident Command System (ICS), and any other relevant programs. The plan must also incorporate NIMS and SEMS to facilitate

the coordination between and among agencies in the event of an emergency or natural disaster.

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

- Establishing disaster preparedness procedures or a plan; and
- Completion of training sessions by District personnel in compliance with NIMS and SEMS guidelines
  - ♦ Training requirements vary based on job titles or assigned roles within the emergency plan

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

In addition, all members of the campus community are informed on an annual basis that they are required to notify the *District Public Safety Department* of any situation or incident on campus that involves a significant emergency or dangerous situation.

The *Chancellor* should ensure that an *Emergency Preparedness and Management Plan* is maintained to carry out compliance with NIMS and SEMS mandates. The responses to emergencies or natural disasters are organized by SEMS into five categories: field response, local government, operational areas, regions, and state. The plan should also contain information regarding activation and chain of command responsibilities.

Compliance with NIMS mandates requires planning and incorporation for all phases of emergency management including mitigation and prevention, preparedness, response and recovery. The District must ensure that its plan is updated regularly. Colleges must comply with NIMS and SEMS to receive federal or state funding.