

**EMERGENCY RESPONSE PLAN (ERP)  
PRESENTATION  
Board of Trustees Meeting  
November 18, 2010**



UNIVERSITY OF WYOMING

# Emergencies Happen – Need To Be Prepared

“Institutions of higher learning that reduce their vulnerability to hazards and develop strong emergency management plans offer a safer and more secure environment for their local college and university populations.”

-FEMA, *What Colleges and Universities Can Offer*, March 2005



# ERP Timeline

- First Emergency Response Plan Adopted by UW Fall 2004
- Taskforce on Campus Safety & Security Convened, Post-Virginia Tech Spring 2007
- President's Advisory Council on Safety (PACS) established September 2007
- PACS initiated comprehensive update to ERP May 2009
- UW hosts NIMS/ICS Training for sixty campus administrators and public safety officials in the community\* June 2010
- Updated ERP presented to Board of Trustees July 2010

\*FEMA officials recognized UW for its emergency planning efforts and ERP document.



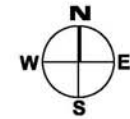
# IMPORTANCE OF AN EMERGENCY RESPONSE PLAN

- Emergency Response Plan is designed to coordinate the use of university and community resources to protect life and property immediately following an emergency on the UW campus (e.g., all campus buildings have emergency evacuation plans).
- It guides preparedness, response and recovery action.
- It's adaptable to a broad range of hazardous incidents (e.g., weather emergency, fire, chemical spill, civil disturbance, etc.).
- It identifies departments and individuals responsible for emergency response and critical support services.
- It provides a management structure for coordinating and deploying essential resources.





# Information Technology Center Emergency Evacuation Map



Key	
	Exit
	Handicap Accessible
	Fire Alarm Pull Station
	Fire Hose
	Fire Extinguisher
	Hose Hookup
	Automated External Defibrillator

FIRST FLOOR

Updated 4/2010  
For corrections or comments,  
contact UW Real Estate Operations:  
(307) 786-2938 (307) 786-2937

## Evacuation Guidelines

- In case of fire or other emergency requiring evacuation, activate the nearest fire alarm pull station.
- Exit in a calm and orderly fashion. Once you have evacuated to a safe location, immediately call 911.
- Assist injured personnel, if time permits, and make sure all doors are closed and hazardous work operations are shut down as you exit.
- If you are in a multistory building, do not use the elevator.

## Safety Guidelines

- Familiarize yourself with the location of exits, alarm pull stations, and fire extinguishers.
- Attempt to control a fire with a fire extinguisher only when the fire is small and you have been trained.
- Keep fire doors closed to prevent the spread of smoke and fire.

## Severe Weather

- In the event of a tornado, proceed to interior hallways and keep away from exterior doors and windows.



# NIMS/ICS

FEMA has developed two integrated emergency response management structures:

National Incident Management System (NIMS)

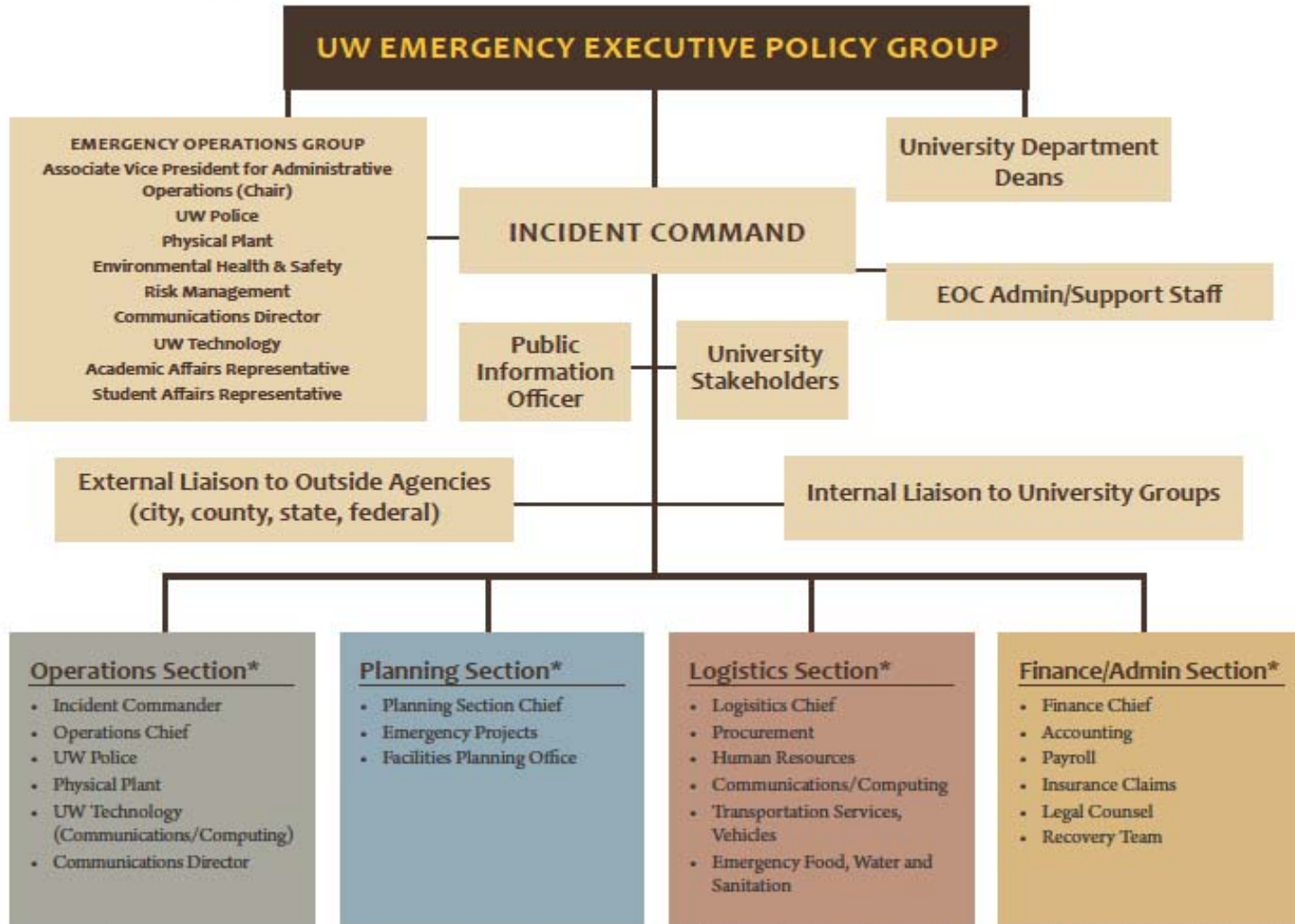
Incident Command Structure (ICS)

Utilization of NIMS and ICS systems during an emergency allows for:

- A uniform, flexible and scalable framework for responding to any emergency
- An organized command structure for emergency response
- Consolidated action plans and comprehensive resource management
- Eligible reimbursement for federal emergency funds



## UW EMERGENCY OPERATIONS CENTER FUNCTIONS/UNITS



\*Utilization of these teams is dependent on the nature and duration of the incident.



# EMERGENCY OPERATIONS CENTER (EOC)

- Central command and control facility during an emergency
- UW's EOCs are located:  
Ivinson Building (Basement\*)  
Information Technology Center (First Floor\*)

President, Vice President for Administration, Associate Vice President for Administrative Operations, Chief of Police and EHS Director may activate ERP and EOC.

\*Facilities have back-up generator power.





# Crisis Communication Plan

Purpose: Develops a procedure to communicate effectively during a crisis while protecting the institution's image and reputation.

- Integrates with University's ERP
- Under direction and coordination of Director, Governmental and Community Affairs and Director of Institutional Communications
- NIMS/ICS - Compliant



# UW's ERP is Part of a Broader UW Safety and Security Initiative

- Strong safety and security presence on UW campus under UW Police Department
- Campus Infrastructure Improvements (safe lighting, emergency phones, door lock card systems, defibrillators, etc.)
- Multiple Campus Communication Platforms (UW Alert, E-mail, broadcast sirens, digital signboards, Laramie Code Red System)
- Enterprise Risk Management – Implement campus safety measures to prevent harm to persons, property or UW reputation.



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**POLICE DEPARTMENT**

UWPD Home | Crime Statistics | Sex Offender Registration | Annual Security Report

## Emergency Phone Locations on Campus

[Map](#)

- [College of Business, North Entrance](#)
- [Coe Library, Northwest Corner](#)
- Coe-Crane Laundry-Student Housing
- [Student Health, North Entrance](#)
- [Physical Science, Southwest Corner](#)
- [Education Building, South Entrance](#)
- [Beta House \(Outreach School\)\(Fraternity Row\) West Side](#)
- [Fine Arts Building East Side](#)
- [Coe/Crane Laundry, Family Housing](#)
- Long-Term Parking Lot (Baseball Stadium)
- Express/Shuttle Parking Lot - On pole centered in lot
- [Corbett PE Building, South Side \(for parking lot east of Crane Hall\)](#)
- McIntyre Hall, North Side
- Orr Hall-south main door
- Simpson Plaza
- RAC-south
- South of SAE House on frat row and North of the Tri Delta House on sorority row



**Quick Links**

**SILENT WITNESS**

- About UWPD
- Alcohol Information
- Bicycle Information
- Confidential Sexual Assault Report Form
- Crime Alerts
- Crime Statistics Report Form
- Daily Activity Report
- Emergency Phones
- Employment Information
- Firearms Storage
- Free gun locks
- Lost and Found
- Officer Contact Information
- Parking Information
- Road Conditions
- FAQ
- Police Department  
University of Wyoming  
1000 E. University Ave. Dept. 3124  
Laramie, WY 82071
- Street address:  
1426 E. Flint  
Corner of 15th and Flint
- (307) 766-5179  
Email: [uwpd@uwyo.edu](mailto:uwpd@uwyo.edu)

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# NEXT STEPS

- Finalize condensed (pocket-size) ERP
- ERP Education and Outreach to campus organizations
- Practice and Rehearse Emergency Response Plan (e.g., table top exercises, emergency simulation on campus)
- Develop a Continuity of Operations Plan (COOP)

