



# TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER

## Operating Policy and Procedure

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

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

**REVIEW:** This OP will be reviewed by September 1 of every year (EY) by the Texas Tech University Health Sciences Center Emergency Management Coordinator (TTUHSC EMC) and the Texas Tech University System Emergency Management Coordinator (TTUSEMC) with recommendations for revisions forwarded to the Vice President for Facilities and Safety Services and the Executive VP for Finance & Operations, then to the President for final approval by September 15 of EY.

The TTUHSCEMP will be updated when changes in risks, threats, hazards, resources, capabilities, or government structure occur. The need for plan changes, updates, and revisions should be brought to the attention of the TTUHSC EMC, who will ensure that any required plan changes are made and distributed.

### POLICY/PROCEDURE:

1. Objective:

The objective of the TTUHSCEMP is to provide the framework for the planning and resources necessary to protect the health, safety, and welfare of the members of the TTUHSC communities and preserve both public and private property.

To achieve this objective, emergency programs have been established that are both integrated and comprehensive, addressing prevention, mitigation, preparedness, response, and recovery.

2. General:

The TTUHSCEMP is based on an "all-hazards" approach to emergency planning. The plan addresses general functions that may need to be performed during any emergency event and is not a collection of plans for specific types of incidents.

The TTUHSCEMP provides an emergency management framework that defines the operating characteristics, management components, and structure of the 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 human-made disasters or terrorism. NIMS allows TTUHSC to integrate response activities using a set of standardized organizational structures designed to improve interoperability between all levels of government, private sector, and nongovernmental organizations.

The TTUHSCEMP does not replace individual department responsibilities to develop and test their own emergency response procedures and guidelines. Each unit and area should develop an Emergency Action Plan for the facilities that house their activities. The TTUHSCEMP should, however, be used as the primary reference for integrating internal plans into TTUHSC's overall strategic operational plans. The TTUHSCEMP shall be used to assist in determining 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.

A copy of the TTUHSC EMP can be found as [Attachment A](#) to this HSC OP.