

USASK EMERGENCY MANAGEMENT PLAN

- QUICK GUIDE -

USask's Emergency Management Plan (EMP) provides the framework for the institutional response to major emergencies and disasters.

Leaders of colleges and units utilize the Quick Guide as a reference for expectations for Emergency Management Team (EMT) actions, communications, and requests for input from colleges/units with each level of emergency management activities.

Activation Levels

LEVEL 1 WATCH:

Monitoring
a potential
emergency

- Emergency Management Team (EMT) notified of potential emergency.
- EMT lead identified and confirmed by EMT.
- Situation updates provided by the Emergency Manager to the EMT Lead.
- Communication with colleges and units leaders, as appropriate. Coordinated through the Chief Communications Officer.

LEVEL 2 STANDBY:

Local emergency
has the potential
to escalate

- EMT members are on standby mode, ready to meet in case of emergency
- Colleges and units are provided a brief description of potential emergency by the designated EMT Lead.
- Colleges and units with information or questions relevant to the potential emergency are directed to the email address emt@usask.ca
- All USask communications will be coordinated through the Office of the Chief Communications Officer.

LEVEL 3 ACTIVATION:

An emergency
is occurring
requiring EMT
Coordination

- Emergency Management Team forms incident command centre
- All colleges and units are required to follow the direction of the EMT Lead.
- All colleges and units submit complete 401-U: Consider operational priorities, issues, challenges and resource needs.
- All colleges and units submit info on operational priorities, issues, challenges, and resources needs.

EMERGENCY CATEGORIES

EMERGENCY TYPE

EMT LEAD

COMMUNICATION LEAD

CRIMINAL

active shooter, mass violence, imminent threat of violence requiring immediate institutional intervention, suspicious package/object

AVP Services

Chief Communications Officer

WEATHER / NATURAL DISASTERS

fire, major floods, blizzard, snowstorm, tornado

AVP Services

Chief Communications Officer

INFORMATIONAL / CYBER

mass identity theft, mass violations of confidentiality/data loss, university-wide cyber-attacks

AVP ICT

Chief Communications Officer

BUILDING / INFRASTRUCTURE

structural integrity/collapse, utility failure

AVP Services

Chief Communications Officer

HEALTH and SAFETY

communicable disease outbreaks, occupational and environmental safety, spill

**AVP People

Chief Communications Officer

LABOUR DISRUPTIONS

mass absenteeism, labour strike

**AVP People

Chief Communications Officer

OPERATIONAL DISRUPTIONS

violent/disruptive protests, rallies, mass gatherings, major events

AVP Services

Chief Communications Officer

****The USask Health and Safety Policy allows for the establishment enhanced EMT membership and structure to address emergencies of unexpected or atypical hazards, impact, and duration.****

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