CHAPTER 3
ADMINISTRATION AND FINANCE

385  Emergency Management Planning

Administrative Compliance Services department shall be responsible for Emergency Management Planning including the development, maintenance and promulgation of the University’s Emergency Management Plan. The plan shall incorporate all campus entities (e.g., University, Associated Students, Incorporated, Cal Poly Foundation, and Performing Arts Center) including their personnel and property resources.

385.1  Emergency Management Plan

The Emergency Management Plan shall provide for mobilization of all existing and available campus resources to meet conditions constituting a campus emergency, local emergency, state of emergency, or state of war emergency. The plan shall provide for the organization, powers, duties, services and staffing of the emergency organization. Each division, college, department and/or program shall be responsible for the development of its own plans in coordination with and support of the University’s Emergency Management Plan. Support will be provided as needed to assist in the development of these plans. College, division and program plans shall be submitted to the Administrative Compliance Services department.

385.2  Campus Emergencies

An event or series of events which requires the University to significantly disengage resources from the normal operation of the University to provide extraordinary protection of life, property and/or the operation of the University shall constitute a campus emergency.

The President, or the incident commander (as defined in the Emergency Management Plan) in consultation with the Office of the President, shall declare a campus emergency that shall include the exercise of complete authority over the campus and its auxiliary organizations.

References for CAP 385:

1. Date approved by the President: October 24, 2014
2. Effective Date: October 24, 2014
3. Responsible Department/Office: Administrative Compliance Services
4. Revision History: January 2, 2001 (formerly CAP 363); October 24, 2014.
5. Related University Policies, Procedures, Manuals and/or Documents:
   a. Cal Poly EMP website
   b. CSU Executive Order 1056
   c. CAL OES website
6. Laws, Regulations and/or Codes of practice referred to herein or related to this policy:
   a. State Governor’s Declaration that all state agencies will participate. The “California Emergency Services Act,” (Government Code Section 8550 et seq.)