

## **Preparing you for Emergencies: The University of Louisville Emergency Operations Plan**

Previously you have seen several “Preparing you for Emergencies” articles that discussed the importance of emergency planning. This article will explain the University’s new Emergency Operations Plan.

Each building at the University has an individual Building Emergency Action Plan (BEAP) that provides procedures to follow in the event of an emergency. These plans are individualized for each building and do not provide procedures or guidance on how to respond to a major emergency that impacts an entire campus. The University had a larger plan that outlined the management of major incidents, originally written using a management system that was developed within the University.

New rules were issued on February 28, 2003, by President George Bush, requiring governmental entities on the federal, state and local level to develop a single management system that would be used during emergencies. The University has complied by adopting a new Emergency Operations Plan.

The University of Louisville’s Emergency Operations Plan (EOP) is designed to insure coordinated and effective emergency action by all elements of the University by outlining their responsibilities. Each administrator has a responsibility and obligation to become familiar with the contents of this plan and to insure that the personnel under their jurisdiction are prepared in advance to meet responsibilities set forth in the plan.

In addition to meeting the needs of the University, this plan integrates with the Louisville Metro Emergency Operations Plan and complies with the requirements of the National Incident Management System as provided in the Homeland Security Presidential Directive 5, *Management of Domestic Incidents*. This plan formerly adopts the use of the National Incident Management System and the Incident Command System as the prescribed systems to be used in the emergency response to incidents.

This plan is a living document. It describes existing procedures and personnel, serves as the vehicle for analysis of current capabilities, and provides a comprehensive framework to plan and enhance resources for operational capabilities. Since this is a living document, it will be subject to frequent updates as procedures and personnel change.

In summary, the University of Louisville must be prepared for the possibility that a disaster will strike the University or an adjacent area that could be of such magnitude as to go beyond the normal day-to-day capability of the University. The EOP provides the outline of actions to be taken by individuals, departments and other units to reduce the destructive effects that such a disaster would create.