



TEXAS

The University of Texas at Austin

Emergency Operations Plan

2018

Letter of Promulgation

The University of Texas at Austin is committed to protecting the welfare of its community members as well as its intellectual property and facilities. For this reason, the associate vice president for Campus Safety and Security has developed the Emergency Management Plan. With this plan, the university strives to minimize the impact of emergencies and maximize the effectiveness of the campus community's response to and recovery from their inevitable occurrence.

We can best prepare to meet the enormous challenges emergencies present by working together. Thus, The University of Texas at Austin expects individual departments to develop their own detailed plans to effectively organize, coordinate, and direct available resources toward emergency response and recovery. As such, the Emergency Management Plan includes a chain of command that establishes the authority and responsibilities of campus officials and staff members. The plan also requires departments to designate emergency coordinators who will have the authority to make modifications in emergency procedures and commit resources to emergency preparedness as necessary.

The Emergency Management Plan is designed to help university employees respond appropriately when emergency conditions exist. Although these situations are unpredictable, this plan allows for an immediate response by university employees, thereby minimizing danger to our campus.

Every member of The University of Texas at Austin community should understand his or her role in emergency situations. Please review this manual so you can support your colleagues and protect our students, faculty, staff, and visitors should an emergency arise.

Thank you,

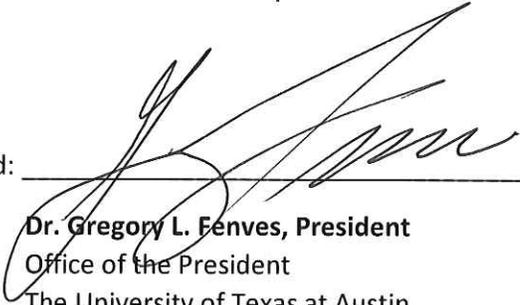
Gregory L. Fenves

President

The University of Texas at Austin

Approvals

This supersedes and rescinds all previous versions of this document.

Approved:  Date: ~~1/24/18~~ 2/25/2018
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Approved:  Date: 1/18/18
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Record of Changes

Description of Change	Entered By	Date Entered
Updated Hazard and Risk Assessment	David Cronk	December 09, 2013
New Incident Based Goals and Objectives	David Cronk	December 09, 2013
Updated Plan Maps	David Cronk	December 10, 2015
Updated Support Team Members	Jonathan Robb	November 10, 2016
Updated Plan Maps and moved to Appendix	Jonathan Robb	November 10, 2016
Added Emergency Communication Protocol	Jonathan Robb	November 10, 2016
Name changed to Emergency Operations Plan; Formatting and organizational changes throughout; minor language changes throughout to improve clarity and readability	Robin Richards	November 20, 2017
Added chart showing plan annexes, page 1; Added plan scope, page 2; Added section describing the university, page 3; Added section describing emergency management responsibilities, page 6; Added incident organization chart, page 10; Added command and General Staff table, page 11	Robin Richards	November 20, 2017
Changed levels of readiness and activation from two systems with seven levels to one four-level system to align with the State Operations Center;	Robin Richards	November 20, 2017
Removed discussions of multiple EOCs throughout, only one EOC will operate at a time; Removed sections of Administration, Finance, and Logistics that are not applicable	Robin Richards	November 20, 2017
Reorganized Emergency Support Functions to be separate documents; chart added listing emergency support functions; page 13	Robin Richards	November 20, 2017
Modifications to communications matrix, page 24, to align with current practice: i.e, Rapid Notifications sent via text message and not posted to social media.	Robin Richards	November 20, 2017
Updated Communication Plan for Critical Incidents that are Channeled through UTPD to reflect current organizational structure	Robin Richards	November 20, 2017
Definitions replaced with definitions from Federal resources, Comprehensive Preparedness Guidance 101 and Clery Act resources	Robin Richards	November 20, 2017
Replaced Threat Assessment Team (TAT) with Behavioral Risk Assessment Committee (BRAC).	Robin Richards	December 11, 2017

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1. Purpose, Scope, Situation, and Assumptions

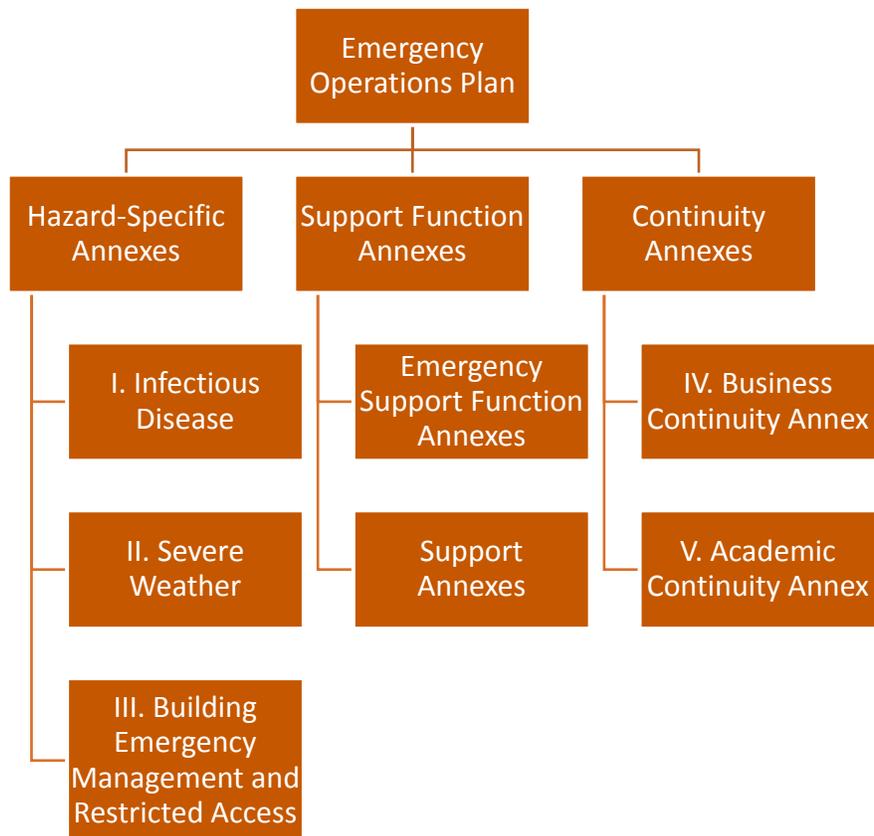
1.1. Plan Overview

The University of Texas at Austin (“University”) Emergency Operations Plan provides guidance and a framework for a coordinated response to emergencies and disasters (collectively referred to as emergencies throughout this document). This plan provides a temporary incident management structure for all emergency operations, but does not include specific procedures for safety or hazardous material response.

The temporary incident management structure set-forth in this plan is flexible and may expand or contract as the situation warrants. This plan is based on a worse-case scenario and provides for the critical functions and roles of the University during an emergency response. However, its general procedures for the management of information, activities, and operations can be applied during any type of emergency.

The Emergency Operations Plan is an “all-hazards” document and contains concepts, policies, and procedures that apply regardless of the nature or origin of an emergency. This plan, therefore, does not address all unique conditions that may result from a particular hazard or event. Protocols and procedures specific to particular hazards are contained in the hazard-specific annexes to this plan.

This plan has three types of annexes, hazard-specific, support function, and continuity annexes. Hazard-specific annexes address specific protocols and procedures that are particular to a certain hazard. The support function annexes address the roles and responsibilities of different departments and working groups during an emergency. The continuity annexes address universities continuity of operations plans and procedures. The table below depicts the organization of the Emergency Operations Plan.



This plan is based on the National Incident Management System and the Incident Command System (ICS), a management structure adopted throughout the U.S. and international communities. It also stems from State of Texas Emergency Planning Guidance, and the National Response Framework. Accordingly, this manual’s approach to emergency management is rooted in a four-phase structure where the phases of mitigation, preparedness, response, and recovery each contain a critical University procedure for emergencies.

This is the overall plan for the University, but may not address specific needs for all departments. Departments, colleges, and schools are encouraged to develop any additional emergency procedures as long as they are consistent with this plan.

1.2. Purpose

This plan fulfills the Texas State Education Code Section 51.217 requirement that an institution of higher education adopts and implements a multihazard emergency operations plan that addresses mitigation, preparedness, response, and recovery. Additionally, this plan fulfills the University of Texas Systems Policy UTS172 requirement that each institution incorporates the National Incident Management System and the Incident Command System.

This plan and its annexes provide guidelines and a framework for emergency organization, communications and information management, decision-making, response operations, and recovery operations.

1.3. Plan Scope

The measures in this plan will be enacted in response to any circumstance that requires greater than day-to-day resources to protect safety, health, property, the environment, and/or critical operations, including:

- Events: A planned occurrences that require resources greater than customary day-to-day staffing to ensure the safety and wellbeing of event participants, and the coordination of these resources to ensure a safe and successful outcome. Examples include commencement, guest lectures requiring special security, and large gatherings such as football games. Unlike incidents, events can be rescheduled or cancelled.¹
- Incidents: An occurrence or event—natural, technological, or human-caused—that requires a response to protect life, property, or the environment (e.g., major disasters, emergencies, terrorist attacks, terrorist threats, civil unrest, wildland and urban fires, floods, hazardous materials spills, nuclear accidents, aircraft accidents, earthquakes, hurricanes, tornadoes, tropical storms, tsunamis, war-related disasters, public health and medical emergencies, other occurrences requiring an emergency response).

Generally there are two categories of incidents:

- Emergencies: Any incident, whether natural or human-caused, that requires responsive action to protect life or property; and
- Disasters: An occurrence of a natural catastrophe, technological accident, or human-caused incident that has resulted in severe property damage, deaths, and/or multiple injuries.

Should an event or incident impact, or be expected to impact the University’s campuses or community, the University will implement the measures in this plan. The University is not responsible for managing emergencies

¹ Definition from Tufts University Emergency Operations Plan, Version 2.4.1.

that occur at other University of Texas System universities, but may assist in responses or provide resources through existing mutual aid agreements.

1.4. The University

The University of Texas at Austin is the flagship school of the University of Texas System located in Austin, Texas. Founded in 1883, the University has over 50,000 undergraduate and graduate students, roughly 20% of whom are from outside of Texas or the United States.² The University also employs more than 20,000 faculty and staff members. Research is another core function of the University; faculty received more than \$580 million for sponsored projects for the 2015-16 academic year.³

The University includes the following campuses (* denotes within the University of Texas Police Department jurisdiction⁴):

- Main Campus; Austin, Texas*
- J.J. Pickle Research Center; Austin, Texas*
- McDonald Observatory; West Texas
- Marine Science Institute; Port Aransas, Texas
- Winedale Historical Center; Round Top, Texas
- Brackenridge Tract; Austin, Texas*
- Paisano Ranch; Austin, Texas*
- Stengl “Lost Pines” Biological Station; Smithville, Texas
- Semester in Los Angeles; Los Angeles, California
- Bureau of Economic Geology Houston Research Center; Houston, Texas
- Bureau of Economic Geology Midland Core Research Center; Midland, Texas
- Bee Caves Research Center; Austin, Texas*

As noted above, the University of Texas Police Department responds to emergencies occurring on most campuses located in Austin, Texas. Other campuses rely on local city or county police departments for initial responses. Local city or county emergency medical services and fire departments respond to all campuses.

1.4.1. Special Populations

Some members of the University community may have access or other special needs that must be addressed in emergency planning and responses:

- **Students in University Housing**
Although most students commute to and from campus, 7,400 number of students live in 15 on-campus residence halls.⁵ The University also operates three apartment complexes located off-campus that house approximately 1,500 students. Many of these students rely on University dining halls for meals. The continued need to provide housing and meals to a large number of campus community should be considered during an emergency.
- **Community Members with Access and Functional Needs**
Some members of the campus community have access and functional needs, including disabilities or limited English proficiency. Response activities may need to be modified in order to assist members of the campus community with these needs.

² The University of Texas at Austin, Facts and Figures, Fall 2017.

³ The University of Texas at Austin, Facts and Figures, Fall 2017.

⁴ The University of Texas at Austin Police Department, Authority and Jurisdiction.

⁵ As of Fall 2017, per Department of Housing and Food Services staff.

- **Children in University Facilities**

The University also operates an elementary school and four childcare centers on campus and near campus. Special accommodations may need to be made for the children in university facilities during an emergency.

1.5. Threat and Hazard Analysis and Mitigation

The University is exposed to many hazards, all of which have the potential for disrupting the community, causing casualties, and damaging or destroying University, public, and/or private property (*See Appendix III for tables showing risk rankings*). This analysis considers both the likelihood and the potential impact of various hazards.

The University is at risk for several different hazards, including, but not limited to:

- fire or explosion emergencies,
- medical emergencies,
- hazardous material emergencies,
- weather emergencies,
- transportation accidents,
- threat of violence/violence/terrorism,
- building system emergencies, and
- interpersonal emergencies.

The University has adopted hazard mitigation goals and objectives for these potential threat that are designed to protect the University community (*See Appendix IV for tables with goals and objectives for each incident.*)

1.6. Situations and Assumptions

As described in Section 1.3, Threats and Hazards above, the University is at risk for a wide variety of emergencies including, but not limited to, severe weather, fires, violence, and medical emergencies. This plan is an “all-hazards” plan and is intended to address any emergency or disaster situation that may arise on campus.

This plan is based on a set of planning assumptions or assumed operational conditions that provide a foundation for establishing protocols and procedures.

Based on the threat and hazard analysis above, severe weather represents the most probable threat to the University. Therefore, the University’s Emergency Operations Plan is based on the worst-case scenario of a severe weather model. These assumptions are listed below:

- Critical lifeline utilities may be interrupted, including water delivery, electrical power, natural gas, telephone communications, microwave and repeater- based radio systems, cellular telephones, and information systems.
- Regional and local services may not be available.
- Major roads, overpasses, bridges, and local streets may be damaged.
- Buildings and structures, including homes, may be damaged.
- Damage may cause injuries and displacement of people.
- Normal suppliers may not be able to deliver materials.
- Contact with families and households of the University community may be interrupted.
- People may become stranded at the University, and conditions may be unsafe to travel off campus.

- Emergency conditions that affect campus will likely affect the surrounding community, including the city of Austin and Travis County proper.
- The University will not receive outside assistance in rapid damage assessment and will need to conduct its own situation analysis and deployment of on-site resources and management of emergency operations on campus, through the campus ECC/EOC while emergency conditions exist.
- Communication and exchange of information will be one of the highest priority operations for the campus ECC/EOC.

2. Concept of Operations

The University utilizes the Incident Command System and the National Incident Management System (NIMS) to manage major events, emergencies, and disasters.

2.1. University Emergency Management Responsibilities

The University is responsible for protecting life and property from the effects of emergencies or disasters that occur on campus. The University has the primary responsibility for the management of emergencies or disasters that occur on campus or impact campus. The University is also responsible for coordinating amongst external agencies that also respond to emergencies or disasters on campus.

The University's top priorities during an emergency are to:

- Protect the lives, health, and safety of students, faculty, staff, visitors, and emergency responders,
- Ensure the security of the University,
- Protect and restore critical infrastructure and key University resources,
- Protect University property and mitigate damage to the University,
- Facilitate the recovery of University individuals, and
- Restore University operations.

Campus Safety & Security leads emergency response and preparedness efforts. This unit consists of the Office of Emergency Preparedness, Environmental Health & Safety, and Fire Prevention Services. This unit coordinates with like units for a comprehensive all hazards approach to related efforts.

The Office of Emergency Preparedness is responsible for all four phases of emergency management (mitigation, preparedness, response, and recovery). Some of the responsibilities of these phases include developing and maintaining University-level emergency plans, managing the Emergency Operations Center, and conducting preparedness activities, including training and exercises.

Additional departmental emergency responsibilities are detailed in the Emergency Support Functions Annex to this plan.

2.2. Key Areas of Emergency Planning and Incident Management

The University is responsible for conducting emergency management activities before, during, and after an emergency. In general, the University conducts the following emergency management activities:

- **Mitigation**

Mitigation activities provide a critical foundation in the effort to reduce the loss of time and property from natural and/or human-caused disasters by avoiding or lessening the impact of a disaster.

Mitigation is usually a pre- disaster activity, although mitigation efforts may also occur in the aftermath of an emergency or disaster to prevent an expansion or repetition of the effects.

- **Preparedness**

Preparedness actions involve a combination of planning, resources, training, exercising, and organizing to build, sustain, and improve operational capabilities. Preparedness is the process of identifying the personnel, training, and equipment needed for a wide range of potential incidents, and developing specific plans for delivering capabilities when needed for an incident. Among the preparedness activities included in the emergency management program are:

- Emergency planning, including maintaining this plan, its annexes, and associated procedures,
- Providing emergency equipment and facilities,
- Conducting or arranging appropriate training for emergency responders, emergency management personnel, and University officials, and
- Conducting periodic drills and exercises to test emergency plans and training.

- **Response**

Response activities are immediate actions to save and sustain lives, protect property and the environment, and meet basic human needs. Response activities include: warnings, emergency medical services, law enforcement operations, evacuation, shelter and mass care, search and rescue, and other associated functions.

- **Recovery**

If an emergency occurs, the University will carry out a recovery program that includes both short and long term operations. Recovery includes the development, coordination, and execution of service and site restoration plans, the reconstitution of operations and services; evaluation of the incident to identify lessons learned; post incident reporting; and development of initiatives to mitigate the effects of future incidents.

2.3. Levels of Readiness and Activation

The University uses a four level system to describe different levels of readiness and emergency response activation. This system allows for a “build-up” period during which actions can be taken to establish a state of maximum readiness. The system also helps build a common operating picture so that all responding departments can have the same mindset about the severity and urgency of the situation.

The Associate Vice President of Campus Safety & Security (AVPCS&S) or designee will determine the appropriate readiness level and notify University emergency personnel when levels change in response to an incident.

Level	Definition	Description
IV	Normal Conditions	<p>No significant emergency is present. The University continues to conduct normal business and monitors threats. University and local responders resolve emergencies that might occur in their areas.</p> <p>This is the default level of readiness and activation for the University. The University emphasizes prevention and preparedness activities such as hazard mitigation, training, education, and testing and exercises.</p> <p>Typical Events: Daily emergency responses for medical emergencies or fire alarms, weather and threat monitoring and notification, plan testing, training, and exercises.</p>
III	Increased Readiness	<p>A higher than normal level of readiness is warranted because of increased vulnerability to a specific hazard.</p> <p>Actions may include developing coordination meetings or conference calls as well as increased threat monitoring.</p> <p>The EOC is typically not activated, although Campus Safety and Security staff may conduct monitoring activities from the EOC.</p> <p>Typical Events: Forecasted inclement weather, natural hazards in the area such as wildfires or flooding, and planned protests or large gatherings.</p>
II	Partial Activation	<p>An emergency has occurred that requires the University to respond. Coordination between University departments is required and some external agencies may also be involved. The University has most if not all of the resources required to respond to the event.</p> <p>The EOC is activated and the CCMT may be activated if any policy questions need to be addressed.</p> <p>Typical Events: Inclement weather that has affected or is likely to affect University operations, any emergency that is brief in nature and does not require major coordination.</p>
I	Full Activation	<p>An emergency has occurred that requires the University to respond. Required resources generally exceed the University's capacity and requires assistance from local or regional partners. Involves multiple University departments and outside agencies. Response operations may also be sustained over multiple operational periods and normal operations may be canceled or suspended.</p> <p>The EOC and CCMT are activated.</p> <p>Typical Events: Major act of violence on campus, natural disaster, or any emergency that requires major coordination amongst University departments and/or with outside agencies.</p>

2.4. Emergency Response Activation

Emergency responses detailed within this plan will be activated in accordance with needs, available resources, and the declared readiness level.

The plan is activated whenever emergency conditions exist in which normal operations cannot be performed and immediate action is required to:

- Save and protect lives,
- Coordinate communications,
- Prevent damage to the environment, systems, and property,
- Provide essential services,
- Temporarily assign University staff to perform emergency work, and/or
- Invoke emergency authorization to procure and allocate resources.

Activation of emergency response will include the establishment of an Incident Command System. Depending upon the nature of the emergency of the disaster, certain emergency functions may not be activated or may be activated after the initial response has already begun. The University will only activate those functions that are required, although the plan does allow for activation of all functions in the event of a worst-case scenario. The AVPCS&S will determine what functions need to be activated. (For activation procedures and more information about emergency functions and organization, see 3.4 Support Functions.)

3. Direction, Control, Organization, and Coordination

3.1. Continuity of Government

The president of the University is the chief administrative officer of the University and is responsible for developing and administering plans and policies for the program, organization, and operation of the University.⁶ The following succession order will be adhered to in the absence of the president:

1. President
2. Executive Vice President & Provost
3. Senior Vice President & Chief Financial Officer

The Associate Vice President of Campus Safety & Security (AVPCS&S) is responsible for overseeing emergency planning and routine safety operations. The following succession order will be adhered to in the absence of the AVPCS&S:

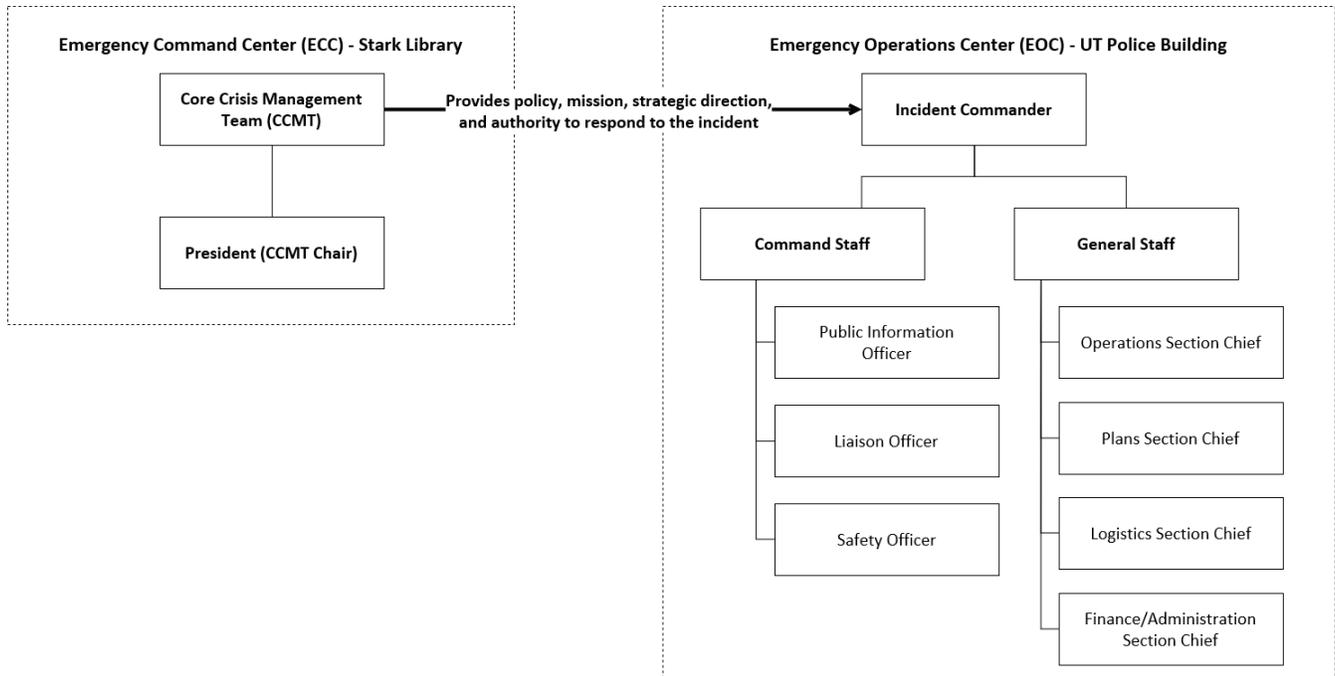
1. AVPCS&S
2. Chief of Police, UTPD
3. Assistant Chief of Police, UTPD

Other departments and administrative officers are encouraged to develop succession orders as well, particularly if their function involves emergency response.

⁶ The University of Texas at Austin, Handbook of Operating Procedures, 1-1020, Officers of Administration
The University of Texas System, Regent's Rules and Regulations, Rule 20201, Presidents

3.2. Incident Organization

Two working groups lead the University during an emergency: the Core Crisis Management Team, working out of the Emergency Command Center, and the Incident Command Staff working out of the Emergency Operations Center.



3.2.1. Core Crisis Management Team and Emergency Command Center

The Core Crisis Management Team consists of University senior leadership and is responsible for addressing policy issues and provides strategic direction and the authority to respond to the emergency to the Incident Command Staff. The Office of the President leads the Core Crisis Management Team.

The Core Crisis Management Team assembles in the Emergency Command Center, located in Stark Library. If this facility is unsafe or otherwise inaccessible, the ECC will relocate to an alternate location.

For additional information on the Core Crisis Management Team and Emergency Command Center, see below, Other Support Functions, and the associated support function annex for the CCMT.

3.2.2. Incident Command

The Associate Vice President for Campus Safety & Security serves as the Incident Commander and provides overall direction of the response activities of all the departments. The Incident Commander and the Command and General Staff manage the operational response to the emergency and coordinates among responders.

3.2.2.1. Emergency Operations Center

Upon activation, incident staff will report to the Emergency Operations Center (EOC), located within the University Police Building. If that location is unsafe or otherwise inaccessible, the staff will assemble in an alternate location. The President, Senior Vice President and CFO, Associate Vice President for Campus Safety & Security, and the Chief of Police may activate the EOC. The EOC is typically activated via text message using the University's mass notification system.

The EOC brings together decision makers to coordinate the flow of information and the development of response strategies. All organizations involved in responding to the emergency should provide a representative in the EOC. The general responsibilities of the University's EOC are to:

- Assemble accurate information on the emergency situation and current resource data to allow on-scene officials to make informed decisions on courses of action;
- Determine and prioritize required response actions and coordinate their implementation, working with representatives of emergency services;
- Provide resource support for emergency operations;
- Organize and activate large-scale evacuation and mass care operations; and
- Provide emergency information to the public.

The EOC will also coordinate with Austin/Travis County Joint Area Command as appropriate and if applicable.

3.2.2.2. Incident Command Post

Upon the occurrence of an incident, and if appropriate, an Incident Command Post, or multiple posts, will be established in the vicinity of the incident site(s). The Incident Commander, or designee, will be responsible for directing the emergency response and managing the resources at the incident scene.

3.2.2.3. Command and General Staff

The University fills the following positions within the command and general staff, depending upon the nature of emergency and the readiness level.

Position	Primary University Staff Title	Emergency Roles and Responsibilities
Public Information Officer	Director of Campus Safety Communications	Advises the Incident Commander on information dissemination and media relations, obtains information from and provides information to the Plans Section, and obtains information from and provides information to the community and media.
Liaison Officer	Director of Emergency Preparedness	Assists the Incident Commander by serving as a point of contact for agency representatives who are helping to support the operation and provides briefings to and answers questions from supporting agencies.
Safety Officer	Director of Environmental Health & Safety	Advises the Incident Commander on issues regarding incident safety and works with the Operations Section to ensure the safety of field personnel.
Operations Section Chief	Chief of Police, University of Texas Police Department	Responsible for managing all tactical operations at an incident.
Planning Section Chief	Director of Emergency Preparedness	Responsible for providing planning services for the incident including collecting situation and resources status information, evaluating it, and processing it for use in the Incident Action Plan.
Logistics Section Chief	Associate Vice President for Utilities, Energy & Facilities Management	Provides all incident support needs.
Finance/Administration Section Chief	Associate Vice President for Finance	Responsible for managing all financial aspects of an incident.

In addition to the positions noted above, the University staffs the appropriate branches within each of the above sections, as dictated by the nature of the emergency. The Office of Emergency Preparedness maintains records

of the default Emergency Operations Center organization, as well as the list of personnel who staff each position.

3.3. Incident Action Plans

Every response to an incident must have an oral or written action plan. The purpose of an action plan is to provide all incident supervisory personnel with directions and guidelines for their actions. Action plans that include the measurable, tactical operations to be achieved are always prepared around a time frame called an operational period.

The standard operational period that the University uses is 12 hours long. Based on the specific needs of the emergency response, the actual operational period may vary. The operational period will be noted in the incident action plan. The Incident Commander, or designee, will determine the operational period length.

The planning of an operational period must be done far enough in advance to ensure that requested resources are available when the operational period begins.

Large incidents, which involve a partial or full activation of the ICS organization, should have written incident action plans. Emergencies with multiple operational periods should also have written incident action plans to ensure continuity. The decision to have a written action plan will be made by the incident commander, and essential elements in any written or oral incident action plan are:

- **Statement of Objectives:** A list or outline of objectives that are appropriate to the overall incident.
- **Organization:** A description of what parts of the ICS organization will be in place for each operational period.
- **Assignments to Accomplish the Objectives:** A list or outline of assignments, which are normally prepared for each division or group and include the strategy, tactics, and resources to be used.
- **Supporting Material:** A list or guide to additional documents, which may include, for example, a map of the incident, communications plan, medical plan, traffic plan, etc.

In general, the Planning Section Chief/Director of Emergency Preparedness is responsible for the development of written Incident Action Plans. Unless otherwise warranted, the Planning Section will use FEMA ICS Forms to develop the plan.⁷ The Office of Emergency Preparedness will maintain the records of any Incident Action Plans.

The incident action plan must be made known to all incident supervisory personnel. This can be done through briefings, by distributing a written plan prior to the start of the operational period, or by both methods.

3.4. Support Components

3.4.1. Emergency Support Functions

The University relies on Emergency Support Functions to carry out emergency operations. Most functions are staffed by the University, but some, such as #4 Firefighting, rely on outside agencies to act as the primary responding agency.

Not all emergency support functions are activated at all times during an incident. ESFs may or may not be activated or deactivated based on the nature of the emergency and changing response needs.

⁷ FEMA ICS Forms can be found at the following address: <https://training.fema.gov/icsresource/icsforms.aspx>

Each Emergency Support Function has a primary, secondary, and tertiary staff member. The Office of Emergency Preparedness maintains the list of these personnel.

ESF annexes detailing contact information, responding agencies, roles, responsibilities, and tasks are part of the Support Function Annex to this plan. The University uses the following ESFs:

ESF#	Emergency Support Function	University Department/Partner Agency
1	Transportation	Parking and Transportation Services, UT-Austin
2	Communications	Information Technology Services, UT-Austin
3	Public Works	Facilities Services, UT-Austin Campus Planning and Project Management, UT-Austin
4	Firefighting	City of Austin Fire Department Fire Prevention Services, UT-Austin
5	Information and Planning	Office of Emergency Preparedness, UT-Austin Incident Meteorologist, UT-Austin
6	Mass Care, Emergency Assistance, Temporary Housing, and Human Services	Department of Housing and Food Services, UT-Austin Dean of Students, UT-Austin International Office, UT-Austin Travel Management Services, UT-Austin
7	Logistics	Utilities, Energy, & Facilities Management, UT-Austin
8	Public Health and Medical Services	University Health Services, UT-Austin Counseling and Mental Health Center, UT-Austin Dell Medical School, UT-Austin School of Nursing, UT-Austin School of Pharmacy, UT-Austin School of Social Work, UT-Austin
9	Search and Rescue	Austin Fire Department University of Texas Police Department, UT-Austin
10	Hazardous Materials	Austin Fire Department Environmental Health and Safety, UT-Austin
12	Energy	Utilities and Energy Management, UT-Austin
13	Public Safety and Security	University of Texas Police Department, UT-Austin
15	External Affairs	Crisis Communications, UT-Austin

3.4.2. Other Support Functions

The University also relies on certain non-emergency support functions that support operations. These support functions are different working groups with responsibilities related to safety and security.

Support Function annexes detailing contact information, roles, responsibilities, and tasks are part of the Support Function Annex to this plan. The University uses the following support functions:

Support Function	University Department/Partner Agency
Financial Management	Financial Affairs, UT-Austin Procurement, UT-Austin
Human Resources	Human Resources, UT-Austin
University Auxiliaries	Texas Athletics, UT-Austin Recreational Sports, UT-Austin Frank Erwin Center, UT-Austin Texas Unions, UT-Austin

In addition to the support functions in the above table, a number of working groups made up of personnel from multiple campus departments support the University's emergency response operations:

- **Core Crisis Management Team**

The Core Crisis Management Team (CCMT) consists of executive-level positions from across campus and serves as the definitive decision-making body for crisis issues on campus. The Core Crisis Management Team convenes to address and provide guidance to a variety of emergency incidents. The members of the president's Core Crisis Management Team include:

- President—Chair
- Chief of Staff for the President
- Executive Vice President and Provost
- Senior Vice President & CFO (Facilitator)
- Vice President for Student Affairs
- Chief Communications Officer
- Vice President for Legal Affairs
- Associate Vice President & Chief Information Officer
- Deputy to the President
- Support Team: Deputy to the Sr. VP & CFO, Executive Assistant to the President, Associate Vice President for Campus Safety & Security, and Chief of Police, University Police Department

- **Critical Incident Response Team**

The purpose of the Critical Incident Response Team (CIRT) is to provide services to the students of our University in times of individual or community-wide crisis or trauma. Members of CIRT meet as needed to review critical incidents and to implement coordinated response protocols to a specific crisis or emergency. Depending on the nature of the situation, either the entire group will meet or select members of the team will convene to identify an appropriate response. Other campus partners may be invited to participate in the response as appropriate. The members of the Critical Incident Response Team include:

- Office of the President
- Office of the Dean of Students, Chair
- University Police Department
- Director, University Unions
- International Office
- Counseling and Mental Health Center
- Student Emergency Services, Office of the Dean of Students
- Division of Housing and Food Service
- Office of the Vice President for Student Affairs
- University Health Services
- Campus Safety & Security
- Division of Diversity & Community Engagement

- **Behavioral Risk Assessment Committee**

The Behavioral Risk Assessment Committee (BRAC) reviews situations involving staff, faculty and individuals unaffiliated with the university whose behavior may pose an adverse impact to the university community. The BRAC is a multidisciplinary group that reviews, investigates, and assesses reports of troubling behaviors and situations involving employees and unaffiliated individuals. BRAC members are:

- HealthPoint Employee Assistance Program
- Human Resource Services
- Office of the VP for Legal Affairs
- University Police Department
- Office of the Executive Vice President and Provost

- **Behavioral Assessment Team**

The Behavior Assessment Team (BAT) is a group of individuals representing central administration, academic affairs, campus police, and student affairs who serve as a strategy development resource team for the University community to address situations involving students who are exhibiting some sort of aberrant or menacing behavior. In these situations, the student is not necessarily violating an institutional rule, breaking a law, or exhibiting any sort of threatening behavior toward self, others, or property. However, the behavior could be considered by the reasonable person to be abnormal, anti-social, problematic, menacing, and/or aberrant. In the majority of the cases, the student exhibits behavior that rises to the level of a mental health concern. The members of the Behavioral Assessment Team include:

- Office of the President
- Office of the Executive Vice President & Provost
- Office of the Dean of Students
- UT Counseling and Mental Health Center
- University Health Services
- Office of the Dean of Students/Student Judicial Services
- Office of the Dean of Students/Services for Students with Disabilities
- College of Education
- Office of the Dean of Students/Student Emergency Services
- Office of the Dean of Students/Services for Students with Disabilities
- Office of the Dean of Students/Student Conduct & Academic Integrity
- University Police Department
- HealthPoint EAP
- Division of Housing and Food Service
- International Office
- Graduate School

- **VP Council**

The Vice Presidents Council is a standing committee of the University chaired by the president. The president consults the Vice Presidents Council about issues of campus safety and security as appropriate. The members of the VP Council include:

- President—Chair
- Deputy to the President
- Chief of Staff, Office of the President
- Sr. Vice President & Chief Financial Officer
- Vice President for University Development
- Executive Vice President & Provost
- Vice President for Student Affairs
- Chief Communications Officer for the Office of the President
- Vice President for Legal Affairs
- Dean of Graduate Studies
- Vice President for Research
- Vice Provost for Diversity and Community Engagement

- **Campus Safety & Security Committee**

The Campus Safety & Security Committee's (CSAS) mission is to provide strategy and guidelines for campus wide security initiatives that affect the University community. The CSAS committee is made up of a cross section of University constituents, from a multitude of interest areas, with the goal of creating consensus on issues impacting campus safety. The members of the Campus Safety & Security Committee include. but are not limited to:

- Associate Vice President, Campus Safety & Security
- Associate Vice President, Human Resource Services
- Associate Vice President & Chief Information Officer
- Associate Vice President, Campus Planning & Project Management
- Associate Vice President, Utilities, Energy, and Facilities Management
- Associate Vice President for Research
- Associate Vice President for Student Affairs/Dean of Students
- Associate Vice President for Legal Affairs
- Executive Vice President & Provost
- Chief Compliance Officer
- Director, Emergency Preparedness
- Director, Environmental Health & Safety
- Director, Parking & Transportation Services
- Director, Facilities Services
- Director, Utilities & Energy Management
- Director-Fire Marshal, Fire Prevention Services
- Director, University Communications
- Director, Division of Housing and Food Service
- Chief, University Police Department
- Assistant Athletics Director, Facilities, Events, & Operations
- Director, University Health Services
- Director, Counseling and Mental Health Center

- **Internal Support Team**

The members of the Internal Support Team include but are not limited to:

- Associate Vice President, Campus Safety & Security
- Associate Vice President, Human Resource Services
- Associate Vice President, Utilities, Energy, & Facilities Management
- University Chief Information Officer & ITS Chief Operating Officer
- Associate Vice President, Campus Planning & Project Management
- Associate Vice President for Research
- Associate Vice President for Student Affairs/Dean of Students
- Executive Vice President & Provost
- Director, Emergency Preparedness
- Director, Environmental Health & Safety
- Director, Parking & Transportation Services
- Director, Facilities Services
- Director-Fire Marshal, Fire Prevention Services
- Director, University Communications
- Director, Division of Housing and Food Service
- Chief of Police, University Police Department
- Assistant Athletics Director, Facilities, Events, & Operations
- Director, University Health Services
- Director, Counseling and Mental Health Center

- **External Support Team**

The External Support Team provides resources on an as needed basis depending on the availability of University resources. The members of the External Support Team include but are not limited to:

- American Red Cross
- Austin Energy
- Austin Independent School District
- Austin/Travis County Amateur Radio Emergency Service
- Capital Metro
- City of Austin
- Austin Fire Department
- Austin Police Department
- Austin/Travis County Emergency Medical Services
- Austin Public Health Department
- Austin Water Utility
- Department of Aviation
- City of Austin Office of Homeland Security & Emergency Management
- Austin Parks & Recreation Department
- Austin Communications & Public Information Office
- Austin Resource Recovery
- Austin Public Works Department
- Federal Bureau of Investigation
- Federal Emergency Management Agency
- Salvation Army
- Lower Colorado River Authority (LCRA)
- National Weather Service
- UT System

3.5. Resource Coordination

3.5.1. University Resources

During emergency operations, department heads will retain administrative and policy control over their employees, supplies, and equipment. The IC/AVPCS&S may request and direct the resources of other departments to carry out response operations.

3.5.2. Outside Assistance

If resource needs exceed the capacity of the University, the University may request assistance from the University of Texas System, other jurisdictions, organized volunteer groups, or the state.

All external assistance furnished to the University is intended to supplement University resources and not substitute for such resources, including mutual aid resources, equipment purchases or leases, or resources covered by emergency service contracts. The University must request assistance from the City of Austin and Travis County before requesting state assistance.

- **State and Local Assistance**

Requests for assistance from the City of Austin or Travis County should be made to the Austin/Travis County Joint EOC/ Area Command.

Requests for state assistance should also be made to the Austin/Travis County Joint EOC/Area Command

- A request for state assistance must be made by the AVPCS&S or the Chief of UTPD, and may be made by telephone, fax, or e-mail.
- The City of Austin Office of Homeland Security & Emergency Management Director will forward requests for assistance that cannot be satisfied by resources within the area to the state EOC for action.

- **Federal Assistance**

Federal assistance may also be available. Federal assistance can only be requested if the need exceeds the local and state capacity.

4. Communications

Rapid and timely communication of information to the University public during emergencies is critical. In addition, accurate and timely communication of information to incident response personnel is required for adequate response to emergency incidents.

Campus Safety & Security coordinate the testing of these systems on a regular basis.

4.1. Emergency Notifications

The University employs the following communication tools to notify the University community of an emergency:

- **Everbridge Mass Notification System**

This communication platform is used both for mass notification and to notify response personnel. Emergency notifications and instructions are sent via text messages, pagers, phone lines and e-mails. Notifications can also be sent to computer desktops and flat panel monitors. Notifications can be sent to all members of the University community or to select groups to activate specific portions of the emergency response plan.

- **Austin Warning and Communications System (AWACS) Pagers**

Emergency response personnel are assigned pagers through the Austin Warning and Communications System. There are three levels of University personnel who will have access to pagers. Messages can be sent to the pagers both through the AWACS dispatch center or the UTPD Dispatch Center. Pagers are generally a back-up system that can be used to notify emergency personnel if other communication systems are not functioning.

- **AWACS Pager Carry Designations**

- University personnel and departments/agencies selected to carry AWACS pagers are designated as either Category A, B, or C carriers.

- **Category A (24/7)**

- Personnel designated with Category A pager responsibilities are required to have their assigned pager on their persons or at their work stations, 24 hours per day and 7 days per week or for the length of their on-call assignments. This assignment carries with it the expectation of immediate response as the pager message indicates, and this responsibility may include the activation of a secondary communications procedure. All Category A carrier staffed departments and positions will have at least one primary and one secondary personnel assignment trained for this responsibility, and Category A pager assignments include:

- UTPD Dispatch (two pagers)
 - UTPD shift commander and designated alternate
 - UTPD on-call personnel
 - EHS on-call personnel
 - Facilities Services personnel
 - Utilities control personnel
 - On-call staff as designated by The Division of Housing and Food Service/Residence Life
 - The Division of Housing and Food Service (DHFS) pager-carrying personnel: two night supervisors, associate director for Residence Life, assistant director for Residence Life, DHFS safety coordinator
 - Additional positions as determined necessary
- **Category B (normal working hours):**
University personnel designated with Category B pager responsibilities are required to have their assigned AWACS pagers on their persons or at their fixed work stations during their normal working hours. This assignment carries with it the expectation that the designated individual will be proficient with pager functions, and understand that immediate response is required as the pager message indicates. This responsibility may include the activation of a secondary communications procedure. All Category B carrier-staffed departments and positions will have at least one primary and one secondary personnel assignment trained for this responsibility, and Category B pager assignments include:
- UTPD personnel
 - University Fire Marshal
 - Fire Prevention Services personnel
 - Office of Emergency Preparedness personnel
 - Fire Safety Systems personnel
 - EHS personnel
 - UHS personnel
 - CMHC personnel
 - Building managers
 - College, school, and departmental designated representatives
 - Representatives of the internal support team
 - Core Crisis Management Response Team representative
 - Critical Incident Response Team representative
 - Safety coordinators
 - Guards (as determined by UTPD and/or PTS)
 - Event coordinators

○ **Category C (periods with potential for standard communications disruptions):**

University personnel designated with Category C pager responsibilities are required to have their assigned AWACS pagers on their persons or at their fixed work stations when an event has occurred involving the potential for standard communications disruptions (i.e., severe weather, or campus-wide, city-wide or county-wide disasters). Such an event may warrant the requirement for continual operational instructions or public information updates. All Category C carrier-staffed departments and positions will have at least one primary and one secondary personnel assignment trained for this responsibility, and Category C pager assignments include:

- Executive Assistant to the President
- Executive Vice President & Provost
- Deputy to the President
- Vice President for Legal Affairs
- Sr. Vice President & Chief Financial Officer
- Office of the Dean of Students
- University Communications
- Additional positions as determined necessary

- **Fire Panel System/Emergency Communications System (ECS) Interface**

Buildings equipped with addressable fire panel systems incorporate an Emergency Communications Systems Interface designed to provide “real time” instructions and/or information, either remotely or locally. This system can be used in emergencies to make announcements to the entire building regarding evacuation, sheltering, or lockdown procedures.

- **Flat Panel Monitors**

Residence halls and several of our public gathering places have flat-panel televisions where emergency announcements may be posted. These screens are owned by the departments that provide them and are dispersed throughout campus.

- **Emergency Web Page**

Up-to-date information regarding the status of the University is always available on the University’s emergency web page (<http://emergency.utexas.edu/>). During and following emergency situations, important information is on this Web page, including information about University closure and any ongoing hazards. This Web page also provides links to department-specific information during an emergency (e.g., entertainment venue and program changes, class schedules and emergency operations procedures and schedule changes for UT-shuttle buses). In the event of an emergency situation or campus crises, it is the responsibility of each department to update the emergency web page with department-specific information as it becomes available. Other information will be posted as deemed appropriate.

- **Outdoor Warning System/Sirens**

Outdoor speakers are located in several places on the University campus in order to alert persons on campus of an emergency that necessitates they take shelter inside. A siren and a voice message will sound to issue instructions to take shelter in the nearest building.

- **University Emergency Information Line: 512-232-9999**

This phone number goes straight to a recording that provides information about the emergency.

- **Voicemail to Office Telephones/Reverse 911**

This tool leaves a voice message on every faculty and staff member’s office phone on campus.

- **University Group E-mail**

Mass e-mails will be used to provide the University community with information regarding potential threats to the safety and security of the campus community. E-mails will also be used as a way to notify students, faculty, and staff of emergency situations and keep them updated on the situation. The University employs the following types of e-mails:

- Informational: any communication that increases the awareness of campus activities, events, or services (i.e., parking disruptions); University employees and students may unsubscribe from receiving informational messages via the University group e-mail system
 - Operational: communication that requires some action on the recipient's part or a required notification by the University (i.e., a message about benefits eligible information)
 - Official: a non-urgent communication from an executive officer (i.e., a message from the University president)
 - Urgent: an urgent announcement from an executive officer regarding an imminent event, such as the school closing
- **Cable Television Emergency Alert System**
Campus and Dorm cable operate a cable television channel available in most on campus dorms. While normally used to convey information about on-campus events and dorm-relevant information, officials can tap into this system to deliver important information to students during an emergency situation. This is tied into the national public warning system known as Emergency Alert System (EAS).
 - **Public Safety Patrol Car Announcements**
UTPD patrol cars are equipped with PA systems, which officers can use to provide instructions to pedestrians during emergencies.
 - **Texas Student Media**
 - **Student Radio 91.7 FM (KVRX):** During emergency situations, officials can disseminate important information to the student radio station for broadcast to students, faculty, and staff.
 - **Texas Student Television (K09VR):** Texas Student Television broadcasts on dorm channel 15, local cable channel 16, and antenna 9. During emergency situations, officials can disseminate important information to the student television station for broadcast.
 - **Daily Texan:** In the event of a prolonged emergency situation or in the aftermath of an event where recovery is on-going, emergency officials can utilize the student newspaper to make announcements and keep the campus population updated on the progress of the event or the recovery.
 - **Local Media**
University Communications sends press releases and makes calls to contacts on a local media list. Because of the transient nature of our population, the University depends a great deal on broadcast media to notify students, faculty, and staff of emergencies before or during their commutes.
 - **Telephone Tree**
Certain offices implement a telephone tree of departmental contacts that is initiated during an emergency.

4.1.1. Emergency Notification Matrix

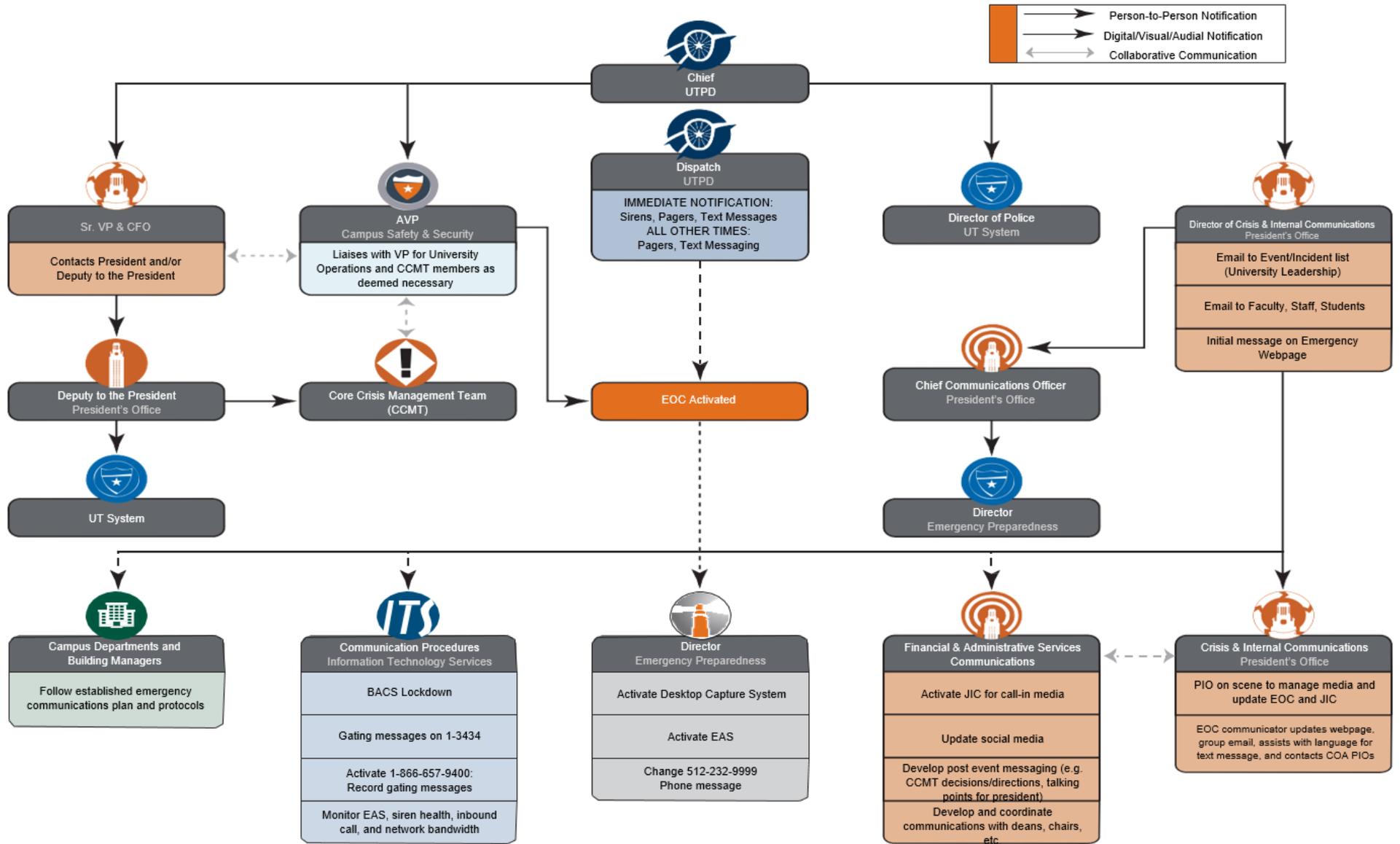
The appropriate communications methods will vary based on the nature of the emergency. The matrix below gives guidelines for the use of certain communications methods for three different categories of emergencies:

1. Incident advisories for emergencies that pose a negligible threat to campus
2. Timely warnings for emergencies that pose an ongoing threat to campus
3. Emergency notifications for emergencies that pose an immediate threat to campus

Protocol #1 Incident Advisory - Negligible Threat	Advisory to the campus community of an incident that is being responded to by emergency authorities but not disruptive to the entire campus. Minor Fire Emergency (NO SMOKE), Minor Hazardous Materials Incident, Minor Pedestrian Accident, Minor Bicycle Accident, Minor Auto Accident, Suspicious Odor Investigation, Suspicious Package, Building Systems ITS Phone Emergency (Minor Outage)/Telecom Emergency (Minor Outage), Minor Data/Network Emergency, Minor Utility Emergency (1 - 3 buildings), Evacuation of a Building, Threat to Campus, Study Abroad Incident			
		Who Activates	Frequency	
	1	Rapid Notification – Everbridge Notification (Text and Email)	UT Police Communications	Once (Within 5 minutes of incident receipt)
		UT Event List (Optional)	UT Operations Communications	Start & Finish
	3	Significant Incident Notification - Outlook Mail Message	UT Police Incident Command	Once (At incident conclusion)
Protocol #2 Timely Warning - Ongoing Threat	Warning to the campus community of certain crimes and incidents which have already occurred and will aid in the prevention of similar crimes or incidents. Incident on campus that is being responded to by emergency authorities and is disruptive to a part of the campus; Minor Hazardous Material Emergency, Minor Fire Emergency, Evacuation of a Building or Public Venue, Utility Emergency (4-10 buildings), Act of Violence, Aggravated Assault, Sexual Assault, Robbery, Stalking, Burglary, Motor Vehicle Theft, Arson, Hate Crimes, Theft, Simple Assault, Intimidation, Vandalism			
		Who Activates	Frequency	
	1	Rapid Notification - Everbridge Notification (Text and Email)	UT Police Communications	Once (within 5 minutes of incident receipt)
	2	Timely Warning - Campus Email	UT Police Communications	Once
	3	UTPD Social Media	UT Crisis Communications	Start & Finish
	4	Significant Incident Notification - Outlook Mail Message	UT Police Incident Command	Once
Protocol #3 Emergency Notification - Immediate Threat	Notification to the campus community of a significant emergency or dangerous situation involving an immediate threat to the health or safety of the campus. Incident on campus that is being responded to by emergency authorities and is a major disruption to the campus. CREDIBLE THREAT TO CAMPUS, Weather Emergency, Ice Condition Emergency, Water/Flood Damage Emergency, Major Fire, Human Injury Medical Emergency, Food Poisoning Medical Emergency, Hazardous Material Emergency, Campus Evacuation, Utility Emergency (10+ buildings), Bomb Threat, Riot/Civil Disobedience, Active Shooter Situation, Hostage Situation			
		Who Activates	Frequency	
	1	Rapid Notification - Outlook Mail Message	UT Police Communications	Once
		Everbridge Pager Message	UT Police Communications	
	2	Emergency Notification - SMS Message	UT Police Communications	Once
		UT Operations Communications		Start & Finish and every 15 Minutes
		UT Operations Communications		Start & Finish and every 15 Minutes
		Emergency Preparedness		Start & Finish and every 15 Minutes
		Emergency Preparedness / ITS		Start & Finish and every 15 Minutes
		Emergency information Line		
		1-866-657-9400	Emergency Preparedness	Start & Finish and every 15 Minutes
		1-512-232-9999	Emergency Preparedness	Start & Finish and every 15 Minutes
		1-512-471-3434	Emergency Preparedness	Start & Finish and every 15 Minutes
		Campus TV / Flat Panel TVs	Emergency Preparedness / ITS	Start & Finish and every 15 Minutes
		Out Door Warning System / Vocal	UT Police Communications	Start & Finish and every 15 Minutes
		Emergency Communications System	UT Police Communications	Start & Finish and every 15 Minutes
		Lock Down	Emergency Preparedness / ITS	Start & Finish and every 15 Minutes
		Building Managers	Emergency Preparedness	Start & Finish and every 15 Minutes
	3	UTPD Social Media	UT Crisis Communications	Start & Finish and push updates every 15 minutes; respond to trending comments
	4	Significant Incident Notification - Outlook Mail Message	UT Police Incident Command	Start & Finish

4.2. Communication Plan for Critical Incidents that are Channeled through UTPD

The chart below depicts the flow of alert notifications and communications during an emergency on university property. It does not reflect decision-making activities, but instead the communication responsibilities of the persons or departments depicted.



Emergency Operations Plan

4.3. Radio Communications

4.3.1. Greater Austin/Travis County Regional Radio System (GATRRS)

The University uses the Greater Austin/Travis County Regional Radio System (GATRRS) for radio communications. The purpose of this system is to improve the ability of public safety and public service agencies to communicate and cooperate with each other, to allow direct access to, and exchange, of data. The GATRRS is a partnership agreement between the City of Austin, Travis County, Austin Independent School District, and the University of Texas at Austin. This system is interoperable, i.e. all participating organizations can communicate with one another using this system.

5. Administration, Finance, and Logistics

5.1. Agreements and Contracts

Should University resources prove to be inadequate during an emergency; requests will be made for assistance from The University of Texas System, local jurisdictions, and other agencies in accordance with existing mutual-aid agreements and contracts and those agreements and contracts concluded during the emergency. Such assistance may include equipment, supplies, or personnel, and should follow these guidelines:

- All agreements will be entered into by authorized officials and should be in writing whenever possible
- Agreements and contracts should identify the local officials authorized to request assistance pursuant to those documents

5.2. Record Keeping for Emergency Operations

Each department that participates in an emergency response is responsible for maintaining any records generated during that response pursuant to the University Record Retention Schedule. The Office of Emergency Preparedness maintains general records that are not specific to any other department, such as Incident Action Plans.

5.3. Activity Logs

The ICP, ECC, and the EOC will maintain accurate logs recording key response activities, including:

- Activation or deactivation of emergency facilities
- Emergency notifications to local, state, and Federal entities;
- Significant changes in the emergency situation
- Major commitments of resources or requests for additional resources from external sources
- Issuance of protective action recommendations to the public
- Evacuations
- Casualties
- Containment or termination of the incident

5.4. Emergency Costs

Departments will keep track of any incident costs, including the use of personnel, equipment, and supplies during an emergency response.

5.5. Public Protection

Public complaints regarding alleged unfair or illegal business practices often occur in the aftermath of a disaster. Such complaints will be referred to the University attorney.

6. Plan Development and Maintenance

6.1. Plan Development

The Associate Vice President for Campus Safety & Security is responsible for the overall development and completion of the Emergency Operations Plan, including annexes.

6.2. Plan Distribution

The Associate Vice President for Campus Safety & Security shall determine the distribution of this plan and its annexes. In general, copies of plans and annexes should be distributed to those individuals, departments, and organizations tasked in this document. Copies should also be set aside for the University ECC and EOCs, The University of Texas System, and other emergency facilities.

Internal Support Distribution

- President
- Executive Vice President and Provost
- Executive Assistant to the President
- Deputy to the President, Office of the President
- Senior Vice President & Chief Financial Officer
- Vice Provost and Dean of Graduate Studies
- Vice Provost and Director of Admissions
- Vice Provost for Diversity and Community Engagement
- Vice Provost and Director of University of Texas Libraries
- Vice Provost for Faculty Affairs
- Vice President for Development
- Vice President for Student Affairs
- Chief Communications Officer for the Office of the President
- Vice President for Research
- Vice President for Legal Affairs
- Vice President for Community & School Relations
- Associate Vice President and Budget Director
- Associate Vice President for Campus Safety & Security
- Associate Vice President for Human Resource Services
- Associate Vice President and Chief Information Officer
- Sr. Associate Vice President for Campus Planning & Facilities Management
- Associate Vice President for Research
- Associate Vice President for Student Affairs/Dean of Students
- Associate Vice President and Director of Institutional Research
- Associate Vice President for Instructional Innovation & Assessment, Continuing and Innovation Education
- Chair, Faculty Council
- Chair, University Staff Council
- Executive Director, The Texas Exes
- Director-Fire Marshal, Fire Prevention Services
- Chief of Police, University Police Department
- University Police Department
- Director, Emergency Preparedness
- Director, Environmental Health & Safety
- Director, Parking & Transportation
- Director, Facilities Services
- Director, Utilities & Energy Management
- Director, Division of Housing and Food Service
- Director, University Health Services
- Director, Counseling and Mental Health Center
- Director, Intercollegiate Athletics
- Director, Women's Athletics and M/W Athletics Ext. Services

- Director, Student Activities and Leadership Development
- Director, Greek Life and Education
- Director, New Student Services
- Sr. Associate Dean of Students
- Dean, College of Pharmacy
- Dean, College of Natural Sciences
- Dean, School of Nursing
- Dean, Lyndon B. Johnson School of Public Affairs
- Dean, School of Architecture
- Dean, College of Engineering
- Dean, School of Social Work
- Dean, School of Information
- Dean, Jackson School of Geosciences
- Dean, College of Fine Arts
- Dean Red McCombs School of Business
- Dean, School of Law
- Dean, College of Communications
- Dean, College of Education
- Dean, College of Liberal Arts
- Assistant Dean for Student Judicial Services
- Assistant Dean for Services for Students with Disabilities
- Assistant Dean of Students (Coordinator of Emergency Services)
- International Office
- International Student and Scholar Services

External Support Distribution

- City of Austin Office of Homeland Security and Emergency Management
- Capital Area Council of Governments

6.3. Plan Maintenance

This plan and its annexes will be reviewed annually and updated and revised as appropriate based upon deficiencies identified during actual emergency situations and exercises and when changes in threat hazards, resources and capabilities, or government structure occur.

Interim revisions will be made when one of the following occurs:

- A change in University site or facility configuration that materially alters the information contained in the plan or materially affects implementation of the plan Emergency Operations Plan
- A material change in response resources
- An incident occurs that requires a review
- Internal assessments, third party reviews, or experience in drills or actual responses identify significant changes that should be made in the plan
- New laws, regulations, or internal policies are implemented that affect the contents or the implementation of the plan
- Other changes deemed significant

Plan changes, updates, and revisions are the responsibility of the Associate Vice President for Campus Safety & Security who will ensure that any plan changes are distributed accordingly.

7. Authorities and References

7.1. Authorities

- **Federal**

- Robert T. Stafford Disaster Relief & Emergency Assistance Act, (as amended), 42 USC § 5121
- Emergency Planning and Community Right-to-Know Act, 42 USC Chapter 116
- Emergency Management and Assistance, 44 CFR
- Hazardous Waste Operations & Emergency Response, 29 CFR 1910.120
- Homeland Security Act 2002
- Homeland Security Presidential Directive, HSPD-5, Management of Domestic Incidents
- Homeland Security Presidential Directive, HSPD-3, Homeland Security Advisory System
- National Incident Management System
- National Response Framework
- National Strategy for Homeland Security, October 2007
- Nuclear/Radiological Incident Annex of the National Response Plan

- **State of Texas**

- Government Code, Chapter 418 (Emergency Management)
- Government Code, Chapter 421 (Homeland Security)
- Government Code, Chapter 433 (State of Emergency)
- Government Code, Chapter 791 (Inter-local Cooperation Contracts)
- Health & Safety Code, Chapter 778 (Emergency Management Assistance Compact)
- Executive Order of the Government Relating to Emergency Management
- Executive Order of the Government Relating to the National Incident Management System
- Administrative Code, Title 37, Part 1, Chapter 7 (Division of Emergency Management)
- The Texas Homeland Security Strategic Plan, 2015-2020

- **Local**

- UTS172 Emergency Management
- Inter-local Agreements & Contracts
- Inter-agency participation and training

Appendices

I. Definitions

Unless otherwise noted, the definitions below are taken from FEMA's Comprehensive Planning Guidance 101.

Campus: (i) Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and (ii) Any building or property that is within or reasonably contiguous to the area identified in paragraph (i) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).⁸

Disaster: An occurrence of a natural catastrophe, technological accident, or human-caused incident that has resulted in severe property damage, deaths, and/or multiple injuries.

Emergency: Any incident, whether natural or human-caused, that requires responsive action to protect life or property.

Emergency Notification: A notification triggered by an event that is currently occurring on or imminently threatening the campus. The Clery Act requires that the University issue an emergency notification for any significant emergency or dangerous situation occurring on the campus involving an immediate threat to the health or safety of students or employees.⁹

Emergency Operations Center: The physical location at which the coordination of information and resources to support incident management (on-scene operations) activities normally takes place. An Emergency Operations Center may be a temporary facility or may be located in a more central or permanently established facility, perhaps at a higher level of organization within a jurisdiction. Emergency Operations Centers may be organized by major functional disciplines (e.g., fire, law enforcement, medical services), by jurisdiction (e.g., Federal, state, tribal, regional, city, county), or by some combination thereof.

Emergency Operations Plan: The ongoing plan maintained by various jurisdictional levels for responding to a wide variety of potential hazards. It describes how people and property will be protected; details who is responsible for carrying out specific actions; identifies the personnel, equipment, facilities, supplies, and other resources available; and outlines how all actions will be coordinated.

Emergency Support Function: Used by the Federal Government and many state governments as the primary mechanism at the operational level to organize and provide assistance. Emergency Support Functions align categories of resources and provide strategic objectives for their use. Emergency Support Functions use standardized resource management concepts such as typing, inventorying, and tracking to facilitate the dispatch, deployment, and recovery of resources before, during, and after an incident.

Hazard: A natural, technological, or human-caused source or cause of harm or difficulty.

Incident: An occurrence or event—natural, technological, or human-caused—that requires a response to protect life, property, or the environment (e.g., major disasters, emergencies, terrorist attacks, terrorist threats, civil unrest, wildland and urban fires, floods, hazardous materials spills, nuclear accidents, aircraft accidents,

⁸ 34 CFR 668.46 (a)

⁹ The Handbook for Campus Safety and Security Reporting, 2016 Edition

earthquakes, hurricanes, tornadoes, tropical storms, tsunamis, war-related disasters, public health and medical emergencies, other occurrences requiring an emergency response).

Incident Command System: A standardized on-scene emergency management construct specifically designed to provide an integrated organizational structure that reflects the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries. The Incident Command System is the combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure and designed to aid in the management of resources during incidents. It is used for all kinds of emergencies and is applicable to small, as well as large and complex, incidents. The Incident Command System is used by various jurisdictions and functional agencies, both public and private, to organize field-level incident management operations.

Joint Information Center: A facility established to coordinate all incident-related public information activities. It is the central point of contact for all news media. Public information officials from all participating agencies should co-locate at the Joint Information Center.

Mass Care: The actions that are taken to protect evacuees and other disaster victims from the effects of the disaster. Activities include mass evacuation, mass sheltering, mass feeding, access and functional needs support, and household pet and service animal coordination.

Mitigation: Activities providing a critical foundation in the effort to reduce the loss of life and property from natural and/or human-caused disasters by avoiding or lessening the impact of a disaster and providing value to the public by creating safer communities. Mitigation seeks to fix the cycle of disaster damage, reconstruction, and repeated damage. These activities or actions, in most cases, will have a long-term sustained effect.

National Incident Management System: A set of principles that provides a systematic, proactive approach guiding government agencies at all levels, nongovernmental organizations, and the private sector to work seamlessly to prevent, protect against, respond to, recover from, and mitigate the effects of incidents, regardless of cause, size, location, or complexity, in order to reduce the loss of life or property and harm to the environment.

National Response Framework: This document establishes a comprehensive, national, all-hazards approach to domestic incident response. It serves as a guide to enable responders at all levels of government and beyond to provide a unified national response to a disaster. It defines the key principles, roles, and structures that organize the way U.S. jurisdictions plan and respond.

Planning Assumptions: Parameters that are expected and used as a context, basis, or requirement for the development of response and recovery plans, processes, and procedures. If a planning assumption is not valid for a specific incident's circumstances, the plan may not be adequate to ensure response success. Alternative methods may be needed. For example, if a decontamination capability is based on the planning assumption that the facility is not within the zone of release, this assumption must be verified at the beginning of the response.

Preparedness: Actions that involve a combination of planning, resources, training, exercising, and organizing to build, sustain, and improve operational capabilities. Preparedness is the process of identifying the personnel, training, and equipment needed for a wide range of potential incidents, and developing jurisdiction specific plans for delivering capabilities when needed for an incident.

Prevention: Actions to avoid an incident or to intervene to stop an incident from occurring. Prevention involves actions to protect lives and property. It involves applying intelligence and other information to a range of activities that may include such countermeasures as deterrence operations; heightened inspections; improved surveillance and security operations; investigations to determine the full nature and source of the threat; public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and, as appropriate, specific law enforcement operations aimed at deterring, preempting, interdicting, or disrupting illegal activity and apprehending potential perpetrators and bringing them to justice.

Protection: Actions to reduce or eliminate a threat to people, property, and the environment. Primarily focused on adversarial incidents, the protection of critical infrastructure and key resources is vital to local jurisdictions, national security, public health and safety, and economic vitality. Protective actions may occur before, during, or after an incident and prevent, minimize, or contain the impact of an incident.

Recovery: The development, coordination, and execution of service and site restoration plans; the reconstitution of government operations and services; individual, private sector, nongovernmental, and public assistance programs to provide housing and to promote restoration; long-term care and treatment of affected persons; additional measures for social, political, environmental, and economic restoration; evaluation of the incident to identify lessons learned; post-incident reporting; and development of initiatives to mitigate the effects of future incidents.

Response: Immediate actions to save and sustain lives, protect property and the environment, and meet basic human needs. Response also includes the execution of plans and actions to support short-term recovery.

Timely Warning: A warning regarding crimes that have already occurred but represent an ongoing threat. The University is required to issue a timely warning for any Clery Act crime committed within the Clery Act geography that is reported to campus security authorities or a local law enforcement agency, and that the University considers to represent a serious or continuing threat to students or employees.¹⁰ For additional information regarding Clery Act requirements, see *The Handbook for Campus Safety and Security Reporting*, issued by the Department of Education.

¹⁰ The Handbook for Campus Safety and Security Reporting, 2016 Edition

II. Acronyms

ARC	American Red Cross	IC/QI	Incident Commander/Qualified Individual
AVP	Associate Vice President	ICP	Incident Command Post
AVPCS&S	Associate Vice President for Campus Safety & Security	ICS	Incident Command System
AVPHRS	Associate Vice President for Human Resources	ICT	Incident Command Team
BAT	Behavior Assessment Team	LEPC	Local Emergency Planning Committee
BEM	Building Emergency Manager	LLEA	Local Law Enforcement Agency
CBRNE	Chemical, Biological, Radiological, Nuclear, Explosive	NIMS	National Incident Management System
CCMT	Core Crisis Management Team	NRC	National Response Center
CFR	Code of Federal Regulations	NRT	National Response Team
CMHC	Counseling and Mental Health Center	NWS	National Weather Service
CIRT	Critical Incident Response Team	OSHA	Occupational Health and Safety Administration
DOEP	Director of Emergency Preparedness	OSIC	On-scene Incident Commander
ECC	Emergency Command Center	PCCMT	President's Core Crisis Management Team
EHS	Environmental Health & Safety	PIO	Public Information Officer
EMC	Emergency Management Coordinator	PRC	J. J. Pickle Research Campus
EMS	Emergency Medical Services	QI	Qualified Individual
EOC	Emergency Operations Center	RACES	Radio Amateur Civil Emergency Service
EPI	Emergency Public information	RRT	Regional Response Team (Federal)
FBI	Federal Bureau of Investigation	SA	The Salvation Army
FEC	Floor Evacuation Coordinators	SERC	State Emergency Response Center
FSFM	Facilities Services and Facilities Maintenance	SOPs	Standard Operating Procedures
FEMA	Federal Emergency Management Administration	SOSC	State On-scene Coordinator
FRERP	Federal Radiological Emergency Response Plan	TAT	Threat Assessment Team
HAZMAT	Hazardous Material	UHS	University Health Services
IC	Incident Commander	UTPD	University of Texas Police Department
		VPLA	Vice President for Legal Affairs

III. Threat Assessment

Probability of Occurrence

Low

Hazards that have a low probability of occurrence but cannot be ruled out completely

Moderate

Hazards that have a 50-75% chance of occurring

High

Hazards that have a more than 75% chance of occurring and are almost certain to occur

Estimated Impact on Public and Safety

Low

Hazards that will cause a near negligible amount of risk on the public and the public's safety

Medium

Hazards that will cause a moderate risk to the safety of the public

High

Hazard that will cause significant and catastrophic risk to the public's safety

Estimated Impact on Property and Environment

Low

Hazards that will cause a near negligible amount of damage to property or the environment

Medium

Hazards that will cause a moderate amount of damage to property and the environment

High

Hazard that will cause a significant amount of damage to property and the environment

Magnitude

Negligible

Hazards that have a negligible impact on the whole of the campus community

Limited

Hazards that have a limited impact on the whole of the campus community

Critical

Hazards that have a significant impact on the whole of the campus community

Catastrophic

Hazards that have a major impact on the whole of the campus community

Risk Period

Low

Hazards that have a relatively short risk period

Moderate

Hazards that have a moderate risk period

High

Hazards that have a long risk period

Hazard	Probability of Occurrence			Estimated Impact on Public and Safety			Estimated Impact on Property and Environment		
	Low	Moderate	High	Low	Moderate	High	Low	Moderate	High
Fire Emergency/Explosion									
Major	x				x				x
Minor		x		x			x		
Medical Emergency									
Communicable Disease	x					x	x		
Human Injury			x	x			x		
Food Poisoning	x			x			x		
Off Campus Med Emergency		x		x			x		
Hazardous Material Emergency									
Contained		x			x		x		
Not Contained	x					x			x
Transportation Accident									
Aircraft	x				x			x	
Pedestrian			x		x		x		
Bicycle			x		x		x		
Automobile		x			x		x		
Evacuation									
Building/Venue		x			x			x	
Campus	x				x			x	
Weather Emergencies									
Ice		x		x				x	
Wind		x			x				x
Water/Flood	x				x			x	
Heat	x			x			x		
Building Systems									
ITS Phone/Telecom	x				x			x	
Data/ Network	x				x			x	
Utility	x				x			x	
Security System	x				x				x
Structural Failure	x				x				x
Threat/Act of Violence									
Bomb Threat	x			x					x
Riot/ Civil Disobedience	x			x				x	
Use of Weapons	x				x				x
Vandalism	x			x			x		
Hostage	x			x				x	
Interpersonal Threat									
Sexual Assault			x		x		x		
Stalking			x		x		x		
Relationship Violence			x		x		x		
Missing Student	x				x		x		
Study Abroad Incident	x				x		x		
Suicide			x		x		x		

Hazard	Magnitude	Warning	Duration	Risk Period
Fire Emergency/Explosion				
Major	Catastrophic	Minimal	12 - 24 + Hours	Moderate
Minor	Limited	Minimal	3 - 6 Hours	Moderate
Medical Emergency				
Communicable Disease	Critical	24+Hours	Days or Longer	Low
Human Injury	Limited	Minimal	12 - 24 + Hours	Low
Food Poisoning	Limited	Minimal	12 - 24 + Hours	Low
Off Campus Med E emergency	Limited	Minimal	6 - 12 + Hours	Low
Hazardous Material Emergency				
Contained	Limited	Minimal	6 – 12 Hours	Low
Not Contained	Critical	Minimal	6 – 12 Hours	Moderate
Transportation Accident				
Aircraft	Critical	Minimal	6 – 12 Hours	Low
Pedestrian	Critical	Minimal	6 – 12 Hours	High
Bicycle	Critical	Minimal	6 – 12 Hours	High
Automobile	Critical	Minimal	6 – 12 Hours	Moderate
Evacuation				
Building/Venue	Critical	Minimal	6 – 12 Hours	Moderate
Campus	Critical	Minimal	6 – 12 Hours	Moderate
Weather Emergencies				
Ice	Limited	6 – 12 Hours	3 – 6 Hours	Moderate
Wind	Critical	6 – 12 Hours	Less than 3 Hours	Moderate
Water/Flood	Limited	6 – 12 Hours	Less than 3 Hours	Low
Heat	Limited	6 – 12 Hours	12 - 24 + Hours	Low
Building Systems				
ITS Phone/Telecom	Critical	Minimal	3 – 6 Hours	High
Data/ Network	Critical	Minimal	3 – 6 Hours	High
Utility	Critical	Minimal	3 – 6 Hours	High
Security System	Critical	Minimal	3 – 6 Hours	Moderate
Structural Failure	Catastrophic	Minimal	Days or Longer	Low
Threat/Act of Violence				
Bomb Threat	Limited	Minimal	3 – 6 Hours	Moderate
Riot/ Civil Disobedience	Limited	Minimal	3 – 6 Hours	Low
Use of Weapons	Catastrophic	Minimal	Days or Longer	Low
Vandalism	Negligible	Minimal	Less than 3 Hours	Low
Hostage	Limited	Minimal	Less than 3 Hours	Low
Interpersonal Threat				
Sexual Assault	Critical	Minimal	Less than 3 Hours	High
Stalking	Limited	Minimal	Less than 3 Hours	Moderate
Relationship Violence	Critical	Minimal	Less than 3 Hours	High
Missing Student	Critical	Minimal	6 – 12 Hours	Low
Study Abroad Incident	Critical	Minimal	6 – 12 Hours	Low
Suicide	Critical	Minimal	6 – 12 Hours	Moderate

IV. Mitigation Overview

Incident and Hazard Goals and Objectives

In order to properly mitigate hazards and respond effectively to emergencies, goals and objectives need to be established for each hazard and incident. The following tables address broad goals related to the desired outcomes from each hazard/incident. Objectives are then established regarding the actions that need to be taken in order to achieve those goals.

Fire or Explosion Emergencies		
Goals:	Objectives:	
1. Protect all persons from injury and property from damage by fire or explosion.	Pre-Incident	<ol style="list-style-type: none"> 1. Develop building evacuation plans for all facilities. 2. Execute a full building evacuation drill for each University facility. 3. Building managers conduct frequent facility checks.
	During Incident	<ol style="list-style-type: none"> 4. Account for all personnel if there is a fire or explosion.
2. Prevent a fire or explosion in all University housing.	Pre-Incident	<ol style="list-style-type: none"> 1. Train all University Housing Resident Life personnel and students in fire/explosion prevention and safety. 2. Conduct a full evacuation for each facility each semester. 3. Store combustible materials in fireproof containers or rooms.
	During Incident	<ol style="list-style-type: none"> 4. Account for all personnel in the event of a fire or explosion.
3. Ensure that all fire life and safety systems are fully operational.	Pre-Incident	<ol style="list-style-type: none"> 1. Monitor all fire alarm systems 24/7.
		<ol style="list-style-type: none"> 2. Test campus emergency notifications systems
		<ol style="list-style-type: none"> 3. Ensure that all new facilities and all renovations are compliant with NFPA 101.
4. Notify the campus and community in the event of a fire or explosion.	During Incident	<ol style="list-style-type: none"> 1. Execute emergency notification protocols.
		<ol style="list-style-type: none"> 2. Inform the campus and community of the emergency.
		<ol style="list-style-type: none"> 3. Provide timely follow-up messages and instructions using all means available.
5. Maintain Academic Continuity.	During/Post-Incident	<ol style="list-style-type: none"> 1. Support UT students' academic progress at another UT institution.
		<ol style="list-style-type: none"> 2. Support UT institution students' academic progress at UT Austin.
		<ol style="list-style-type: none"> 3. For colleges and departments, see response plans for specific units.
6. Maintain Business Continuity.	Pre-Incident	<ol style="list-style-type: none"> 1. Monitor systems to ensure business viability at UT Austin. 2. Support established technology components to ensure business viability at UT Austin.
	During/Post-Incident	<ol style="list-style-type: none"> 3. For colleges and departments, see response plans for specific units.
Medical Emergencies		
Goals:	Objectives:	
1. Mitigate the impact of an infectious disease or communicable disease on campus.	Pre-Incident	<ol style="list-style-type: none"> 1. Implement an infectious disease prevention program on campus. 2. Monitor all infectious disease cases on campus.
	During Incident	<ol style="list-style-type: none"> 3. Coordinate clinical response and/or treatment with state health authorities. 4. Coordinate clinical response and/or treatment with hospitals.
2. Mitigate the impact of a major medical trauma on campus (e.g. natural disaster, building fire, shooting, etc.).	During Incident	<ol style="list-style-type: none"> 1. Assess nature and scope of event.
		<ol style="list-style-type: none"> 2. Identify available resources.
		<ol style="list-style-type: none"> 3. Triage and possibly treat injured students and staff.
		<ol style="list-style-type: none"> 4. Coordinate clinical response and/or treatment with community responders as appropriate
3. Mitigate the impact of a major chemical or biological release on campus.	During Incident	<ol style="list-style-type: none"> 1. Assess nature and scope of event.
		<ol style="list-style-type: none"> 2. Identify available resources.
		<ol style="list-style-type: none"> 3. Triage and possibly treat injured students and staff.
		<ol style="list-style-type: none"> 4. Coordinate clinical response and/or treatment with community responders as appropriate

Medical Emergencies (cont.)		
Goals:	Objectives:	
4. Notify the campus and community in the event of a medical emergency.	During Incident	1. Execute emergency notification protocols.
		2. Inform the campus and community of the emergency.
		3. Provide timely follow-up messages and instructions using all means available.
5. Maintain Academic Continuity	During/Post-Incident	1. Support UT students' academic progress at another UT institution.
		2. Support UT institution students' academic progress at UT Austin.
		3. For colleges and departments, see response plans for specific units.
6. Maintain Business Continuity	Pre-Incident	1. Monitor systems to ensure business viability at UT Austin.
		2. Support established technology components to ensure business viability at UT Austin.
	During/Post-Incident	3. For colleges and departments, see response plans for specific units.
Hazardous Material		
Goals:	Objectives:	
1. Prevent hazardous materials emergencies in all University buildings.	Pre-Incident	1. Train campus community on appropriate hazardous materials handling (SOPs, emergency plans, etc.)
		2. Minimize amounts of hazardous materials (chemical and biological) used and stored in campus buildings
		3. Perform appropriate safety inspections to identify areas of concern and address corrective action.
		4. Account for all personnel if there is a fire or explosion.
2. Protect all persons on campus from injury and property from damage in hazardous material emergencies.	Pre-Incident	1. Wear appropriate personal protective equipment working with hazardous materials and utilize safety equipment for storage and use of such.
	During Incident	2. Follow building plan evacuations.
		3. Account for all persons.
3. Provide necessary medical attention to those in need and provide response to minimize hazardous materials emergency.	During Incident	1. Notify Austin Fire Department, EMS, EHS, and FPS of any hazardous materials emergency as a result of an injury, exposure, or building evacuation.
		2. Immediately begin to provide first aid.
		3. Respond to hazardous material emergency to begin mitigation procedures.
4. Notify the campus and community in the event of a hazardous material emergency.	During Incident	1. Execute emergency notification protocols.
		2. Inform the campus and community of the emergency.
		3. Provide timely follow-up messages and instructions using all means available.
5. Maintain Academic Continuity.	During/Post-Incident	1. Support UT students' academic progress at another UT institution.
		2. Support UT institution students' academic progress at UT Austin.
		3. For colleges and departments, see response plans for specific units.
6. Maintain Business Continuity.	Pre-Incident	1. Monitor systems to ensure business viability at UT Austin.
		2. Support established technology components to ensure business viability at UT Austin.
	During/Post-Incident	3. For colleges and departments, see response plans for specific units.
Transportation Accidents		
Goals:	Objectives:	
1. Reduce transportation accidents.	Pre-Incident	1. Encourage alternate transportation.
		2. Enforce traffic rules.
		3. Reevaluate transportation routes.
2. Mitigate hazards.	Pre-Incident	1. Maintain transportation surfaces infrastructure.
		2. Ensure proper signage is visible and maintained.
		3. Provide means to report hazardous surfaces and/or conditions.

Transportation Accidents (cont.)		
Goals:	Objectives:	
3. Educate the campus community regarding transportation rules and regulations.	Pre-Incident	1. Provide easily accessible information to the campus community.
		2. Participate in campus events.
		3. Review and evaluate incident and accident reports.
4. Notify the campus and community in the event of a transportation accident emergency.	During Incident	1. Execute emergency notification protocols.
		2. Inform the campus and community of the emergency.
		3. Provide timely follow-up messages and instructions using all means available.
5. Maintain Academic Continuity.	During/Post-Incident	1. Support UT students' academic progress at another UT institution.
		2. Support UT institution students' academic progress at UT Austin.
		3. For colleges and departments, see response plans for specific units.
6. Maintain Business Continuity.	Pre-Incident	1. Monitor systems to ensure business viability at UT Austin.
	Pre-Incident	2. Support established technology components to ensure business viability at UT Austin.
	During/Post-Incident	3. For colleges and departments, see response plans for specific units.
Evacuation		
Goals:	Objectives:	
1. Have current evacuation plans for all campus buildings and campus.	Pre-Incident	1. Identify Building Managers.
		2. Create evacuation plans.
		3. Schedule annual plan review and updates.
2. Preserve life and safety of building inhabitants.	Pre-Incident	1. Have clear, concise language in plan.
		2. Schedule evacuation drills.
		3. Provide after action review.
3. Community outreach and education.	Pre-Incident	1. Provide training.
		2. Serve as an information clearing house.
		3. Attend relevant University events.
4. Notify the campus and community in the event of an evacuation emergency.	During Incident	1. Execute emergency notification protocols.
		2. Inform the campus and community of the emergency.
		3. Provide timely follow-up messages and instructions using all means available.
5. Maintain Academic Continuity.	During/Post-Incident	1. Support UT students' academic progress at another UT institution.
		2. Support UT institution students' academic progress at UT Austin.
		3. For colleges and departments, see response plans for specific units.
6. Maintain Business Continuity.	Pre-Incident	1. Monitor systems to ensure business viability at UT Austin.
	Pre-Incident	2. Support established technology components to ensure business viability at UT Austin.
	During/Post-Incident	3. For colleges and departments, see response plans for specific units.
Weather Emergencies		
Goals:	Objectives:	
1. Maintain situational awareness of weather conditions.	Pre-Incident	1. Real time access to NWS Doppler weather radar data UTPD Communications.
		2. Maintaining a UT Campus Safety and Security Committee weather email notification list.
		3. Provide weather radar to police dispatch.
2. Create an Incident Meteorologist position on the UT Campus Safety and Security Committee.	Pre-Incident	1. This position was established in 2005 (Troy Kimmel, Senior Lecturer, Geography and the Environment).
		2. Integrate the Incident Meteorologist into Unified Command.
		3. Provide necessary resources to support IM position.
3. Provide weather support for University events (athletics, and other scheduled/unscheduled events).	During Incident	1. Incident Meteorologist position staffed for UTPD EOC activations.
		2. Communicate with weather meteorologist network.
		3. Maintain communications with event production.

Weather Emergencies (cont.)		
Goals:	Objectives:	
4. Notify the campus and community in the event of a weather emergency.	During Incident	1. Execute emergency notification protocols.
		2. Inform the campus and community of the emergency.
		3. Provide timely follow-up messages and instructions using all means available.
5. Maintain Academic Continuity.	During/Post-Incident	1. Support UT students' academic progress at another UT institution.
		2. Support UT institution students' academic progress at UT Austin.
		3. For colleges and departments, see response plans for specific units.
6. Maintain Business Continuity.	Pre-Incident	1. Monitor systems to ensure business viability at UT Austin.
		2. Support established technology components to ensure business viability at UT Austin.
	During/Post-Incident	3. For colleges and departments, see response plans for specific units.
Building System Emergencies		
Goals:	Objectives:	
1. Maintain utility distribution.	Pre-Incident	1. Continue preventative maintenance.
		2. Provide for necessary expansion.
		3. Partner with local jurisdiction.
2. Secure operations.	Pre-Incident	1. Utility security.
		2. Chilling Station security.
		3. Control room security.
3. Provide skilled personnel.	Pre-Incident	1. Hire engineers for complex problems.
		2. Hire qualified personnel for skill set requirements.
		3. Continued training and education.
4. Notify the campus and community in the event of a building system emergency.	During Incident	1. Execute emergency notification protocols.
		2. Inform the campus and community of the emergency.
		3. Provide timely follow-up messages and instructions using all means available.
5. Maintain Academic Continuity.	During/Post-Incident	1. Support UT students' academic progress at another UT institution.
		2. Support UT institution students' academic progress at UT Austin.
		3. For colleges and departments, see response plans for specific units.
6. Maintain Business Continuity.	Pre-Incident	1. Monitor systems to ensure business viability at UT Austin.
		2. Support established technology components to ensure business viability at UT Austin.
	During/Post-Incident	3. For colleges and departments, see response plans for specific units.
Threat/Act of Violence/Terrorism		
Goals:	Objectives:	
1. Prevent an act of violence on campus.	Pre-Incident	1. Train and maintain an interdisciplinary Behavior Assessment Team (BAT) to assess concerns involving students.
		2. Train and maintain an interdisciplinary Threat Assessment Team (TAT) to assess concerns involving staff and faculty.
		3. Develop and provide training to the campus on violence prevention, violence prevention resources, the nature and type of concerns to be reported and how to report such concerns (BCAL training, Be That One training, reporting disruption).
		4. Assess reports of concern and implement and mitigation actions, as appropriate.
		5. Provide on-going case monitoring and case management, as needed.
2. Prevent an act of terrorism on campus.	Pre-Incident	1. Utilize Fusion Center resources.
		2. Maintain University representation on the Joint Task Force.
		3. Harden prime campus targets.

Threat/Act of Violence/Terrorism (cont.)		
Goals:	Objectives:	
3. Response to an act of violence or terrorism on campus.	During Incident	1. Assess the nature and scope of the event.
		2. Identify available resources.
		3. UTPD manages response and coordinates with local responders, as appropriate.
4. Notify the campus and community in the event of a credible threat/act of violence/terrorism, as appropriate.	During Incident	1. Execute emergency notification protocols.
		2. Inform the campus and community of the emergency.
		3. Provide timely follow-up messages and instructions using all means available.
5. Maintain Academic Continuity.	During/Post-Incident	1. Support UT students' academic progress at another UT institution.
		2. Support UT institution students' academic progress at UT Austin.
		3. For colleges and departments, see response plans for specific units.
6. Maintain Business Continuity.	Pre-Incident	1. Monitor systems to ensure business viability at UT Austin.
		2. Support established technology components to ensure business viability at UT Austin.
	During/Post-Incident	3. For colleges and departments, see response plans for specific units.
Interpersonal Emergencies		
Goals:	Objectives:	
1. Mitigate the impact of interpersonal emergencies on campus.	Pre-Incident	1. Educate the campus community on strategies to mitigate interpersonal emergencies.
		2. Inform the campus on recognizing the signs of interpersonal emergencies (Bystander Training).
		3. Inform the community on resources related to interpersonal emergencies.
2. Reduce the incidents of interpersonal emergencies on campus.	Pre-Incident	1. Through education and programmatic efforts, shift the social norms related to interpersonal emergencies.
		2. Enforce policy related to interpersonal emergencies.
		3. Examine, review, and revise interpersonal emergency policies.
3. Respond to interpersonal emergencies on campus.	During Incident	1. Community members will utilize the reporting when an incident of interpersonal emergency arises (BCAL, UTPD).
		2. Reported interpersonal emergencies will be addressed according to University policy.
		3. Provide outreach and assistance to those impacted by personal emergencies.
4. Notify the campus and community in the event of interpersonal emergencies.	During Incident	1. Execute emergency notification protocols.
		2. Inform the campus and community of the emergency.
		3. Provide timely follow-up messages and instructions using all means available.
5. Maintain Academic Continuity.	During/Post-Incident	1. Support UT students' academic progress at another UT institution.
		2. Support UT institution students' academic progress at UT Austin.
		3. For colleges and departments, see response plans for specific units.
6. Maintain Business Continuity.	Pre-Incident	1. Monitor systems to ensure business viability at UT Austin.
		2. Support established technology components to ensure business viability at UT Austin.
	During/Post-Incident	3. For colleges and departments, see response plans for specific units.

THE UNIVERSITY OF TEXAS AT AUSTIN

BUILDING INDEX:

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BME	BIOLOGICAL ENGINEERING BUILDING	B-2	MNR	MUSIC BUILDING & RECITAL HALL	E-3
BOT	BIOLOGICAL GREENHOUSE	B-3	MNS	MAIL SERVICES BUILDING	F-4
BRB	BERNARD & AUDRE RAPOPORT BUILDING	C-4	MTC	MATERIAL TRANSFERS CENTER	F-4
BTI	BATTLE HALL	C-4	NEZ	NORTH END ZONE BUILDING	D-4
BUR	BURDINE HALL	B-2	NOR	NORMAN HACKERMAN BUILDING	C-3
BWY	BRIDGEWAY BUILDING (2616 WICHITA)	B-2	NMS	NEURAL & MOLECULAR SCIENCE BUILDING	C-2
CAL	CALHOUN HALL	B-4	NOB	NORTH OFFICE BUILDING	C-2
CBA	COMBBS SCHOOL OF BUSINESS	D-4	NUR	NURSING SCHOOL	D-6
CCF	CAVEN LACROSSE & SPORTS CENTER	D-5	PAC	PERFORMING ARTS CENTER	E-3
CCJ	JOHN B. CONNALLY CENTER FOR JUSTICE	C-2	PAI	T.S. PAINTER HALL	B-3
CCN	CONAL CHILD DEVELOPMENT CTR ANNEX	C-2	PAR	PARLIAM HALL	B-4
CDL	COLLECTIONS DEPOSIT LIBRARY	D-6	PAT	PATTERSON LABORATORIES BUILDING	C-5
CEE	CONTINUING ENGINEERING EDUCATION	C-2	PCL	PERRY-CASTANEDA LIBRARY	D-5
CLA	LIBERAL ARTS BUILDING	D-2	PHD	PRATHER HALL DORMITORY	D-3
CLK	CAVEN CLARK FIELD SUPPORT BLDG.	D-5	PHR	PHARMACY BUILDING	D-3
COM	COMPUTATION CENTER	B-3	PIB	PETER O'DONNELL JR. BUILDING	C-3
CPE	CHEMICAL & PETROLEUM ENGINEERING	C-2	PPA	HAL C. WEAVER POWER PLANT ANNEX	D-3
CRB	CENTRAL RECEIVING BUILDING	F-4	PPE	HAL C. WEAVER POWER PLANT EXPANSION	C-3
CRD	CAROTHERS DORMITORY	B-2	PPH	HAL C. WEAVER POWER PLANT	C-3
CRH	CRENSHAW RESIDENCE HALL	D-2	RHD	ROBERTS HALL DORMITORY	B-4
CS3	CHILLING STATION NO. 3	D-5	RHM	ROBERT H. ROWLING HALL	D-5
CS4	CHILLING STATION NO. 4	D-2	RLM	ROBERT LEE MOORE HALL	C-2
CS5	CHILLING STATION NO. 5	C-2	RSC	RECREATIONAL SPORTS CENTER	D-5
CS6	CHILLING STATION NO. 6	C-3	SAC	STUDENT ACTIVITY CENTER	C-4
DCP	DENTON A. COOLEY PAVILION	E-7	SBS	RED & CHARLINE COMBBS FIELD	G-5
DEV	DEVELOPMENT OFFICE BUILDING	G-2	SEA	SARAH M. & CHARLES E. SEAY BLDG.	C-2
DFA	E. WILLIAM DOTY FIRE ARTS BUILDING	E-3	SER	SERVICES BUILDING	D-3
DFF	UFUCI DISCH - FALK FIELD	F-5	SHR	SAN JACINTO RESIDENCE HALL	D-4
DMC	DELL STON MEDICAL CENTER	D-7	SHS	SHOENHORN HALL	E-3
EAS	EDGAR A. SMITH BUILDING	C-5	SSB	STUDENT SERVICES BUILDING	E-2
ECC	ENGINEERING EDUCATION & RES. CTR.	C-2	SSW	SCHOOL OF SOCIAL WORK BUILDING	D-5
ERC	ENGINEERING EDUCATION & RES. CTR.	C-2	STD	DR. TEXAS MEMORIAL STADIUM	D-4
EPS	E. P. SCHOEN BUILDING	C-4	SUT	SUTTON HALL	D-4
ERK	ERWIN SPECIAL EVENTS CENTER	C-3	SWT	2617 SPEEDWAY	C-2
ESS	COMPUTER SCIENCE ANNEX	C-3	SWY	GEORGE A. SANCHEZ BUILDING	C-5
ETC	ENGINEERING TEACHING CENTER II	B-2	TCC	JOE C. THOMPSON CONFERENCE CTR	E-3
FAC	PETER T. FLAWN ACADEMIC CENTER	B-3	TMM	TEXAS MEMORIAL MUSEUM	D-3
FCT	FACILITIES COMPLEX	G-4	TNR	TOWNES HALL	D-3
FFD	FRANK DENNIS FIELDS	F-3	TSC	JAMAIL TEXAS SWIMMING CENTER	D-5
FDH	J. FRANK DOBIE HOUSE	C-5	TKC	TEXAS TENNIS CENTER	F-5
FNT	FALKNER NANO SCIENCE & TECH BLDG.	C-3	UAB	2660 UNIVERSITY AVENUE	B-2
FFC	OFFICE FIELD STAFF OFFICE	G-5	UIL	UNIV. INTERSCHOLASTIC LEAGUE	G-4
GAR	GARRISON HALL	B-4	UNB	UNION BUILDING	B-3
GDC	GATES DELL COMPLEX	C-3	UNP	UNIVERSITY POLICE BUILDING	F-4
GEA	MARY E. GEARING HALL	B-3	USS	UNIVERSITY SIGN SHOP	F-1
GEB	DOROTHY L. GEBAUER BUILDING	B-3	UTA	UT ADMINISTRATION BUILDING	A-6
GOL	GOLDSMITH HALL	C-4	UTC	UNIVERSITY TEACHING CENTER	D-4
GRE	GREGORY GYMNASIUM	B-3	UTX	ETTER-HARBIN ALUMNI CENTER	D-4
GWB	GORDON WHITE BUILDING	B-4	WAG	WAGGENER HALL	C-4
GSB	GRADUATE SCHOOL OF BUSINESS BLDG.	C-4	WAT	ARTHUR P. WATSON HOUSE	D-6
HDB	HEALTH DISCOVERY BUILDING	D-6	WCH	WILL C. WOODS BUILDING	B-3
HLB	HEALTH LEARNING BUILDING	D-7	WEL	WELLS A. WELCH HALL	C-3
HMA	HOGG MEMORIAL AUDITORIUM	B-2	WIN	F. LOREN WINSHIP DRAMA BUILDING	D-3
HRK	HARRY RANSOM CENTER	B-2	WME	WEST MALL OFFICE BUILDING	B-4
HRH	HOMER RAINY HALL	B-4	WNV	W. R. WOODRUFF LABORATORIES	C-3
HSM	WILLIAM RANDOLPH HEARST BUILDING	B-2	WVH	WALTER WEBB HALL	A-2
HTB	HEALTH TRANSFORMATION BUILDING	D-7			
IPF	INDOOR PRACTICE FACILITY	F-3			
IIT	INTERNATIONAL OFFICE	A-2			
JCD	JESTER DORMITORY	C-5			
JES	BEAUFORD H. JESTER CENTER	C-4			
JGB	JACKSON GEOLOGICAL SCIENCES BLDG.	C-3			

PARKING GARAGE:

BRG	BRAZOS GARAGE	C-5
CCG	CONFERENCE CENTER GARAGE	B-5
ECG	EAST CAMPUS GARAGE	F-5
GUG	GUADALUPE GARAGE	A-6
HCG	HEALTH CENTER GARAGE	D-7
MAG	MANOR GARAGE	E-4
RHD	ROWLING B HALL GARAGE	B-5
SAG	SAN ANTONIO GARAGE	A-2
SIG	SAN JACINTO GARAGE	D-3
SWG	SPEEDWAY GARAGE	C-1
TRG	TRINITY GARAGE	D-6
TSG	27TH STREET GARAGE	B-1

SYMBOLS:

- ENTRY CONTROL STATION (OPEN 7:30 A.M. TO 4:00 P.M. M-F)
- CAMPUS BOUNDARIES
- ACCESS GATE
- ELECTRONIC BOLLARDS
- PARKING LOT
- PARKING LOT: NO PARKING 4-6 A.M.

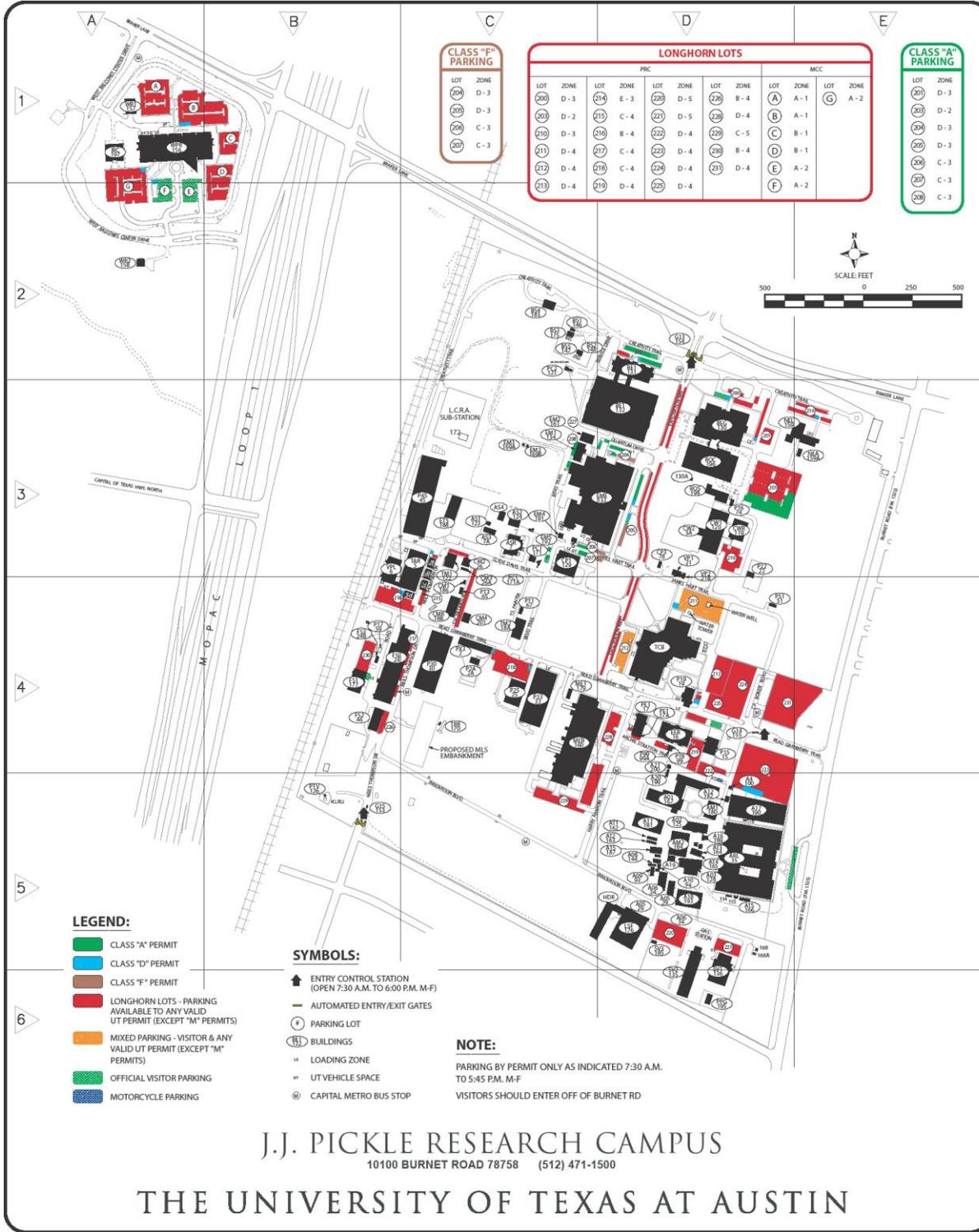
NOTES:

- * Lot 38 - UT permit parking is not allowed. LBJ Library visitors only.
- † Lot 40 - UT permit parking is not allowed. TCC conference attendees only.
- † K spaces on Inner Campus Dr. near 24th Street become metered parking from 3:30 p.m. to 7:30 a.m. weekdays and all day on weekends.
- †† Lot 15 spaces on 25th Street become F 75 spaces 5:15 p.m.-7:30 a.m. weekdays and weekends from Friday at 5:15 p.m. to Monday at 7:30 a.m.

CLASS C PARKING			CLASS A PARKING			LONGHORN LOTS			CLASS F PARKING					
LOT	ZONE		LOT	ZONE		LOT	ZONE		LOT	ZONE	LOT	ZONE	LOT	ZONE
37	F-4		35	F-4	31	B-2	35	F-4	75	F-4	76	B-2		
78	E-5		36	E-5	32	C-1	36	E-5	77	G-5	77	D-3	21	D-4
40	E-5		37	F-4	33	H-4	37	F-4	78	F-4	78	F-4	22	B-3
			38	F-3	34	G-3	38	F-3	79	G-5	79	G-5	23	B-3
									39	C-3	80	C-3	80	C-3
									40	B-1	81	B-1	81	B-1
									41	E-6	82	E-6	82	E-6

LEGEND:

- CLASS A PERMIT
- REGISTERED CLASS A PERMIT CARPOOL
- CLASS C PERMIT
- REGISTERED CLASS C PERMIT CARPOOL
- ADA PARKING
- CLASS F PERMIT
- PARKING GARAGE
- LONGHORN LOTS - PARKING AVAILABLE TO ANY VALID UT PERMIT (EXCEPT M PERMITS)
- ZIPCAR PARKING
- MOTORCYCLE PARKING
- INNER CAMPUS DRIVE
- METERS / PAY AND DISPLAY SPACES ACTIVE 24 HOURS
- CLASS K
- CONSTRUCTION ZONE
- COMMERCIAL DELIVERY ZONE
- SPECIAL ACCESS PARKING
- RESTRICTED ACCESS



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