

LAMAR UNIVERSITY  
MANUAL OF ADMINISTRATIVE POLICIES AND PROCEDURES

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### III. DEFINITIONS

- A. All-Hazards Approach An integrated emergency preparedness framework that aims, as much possible, to prepare for and manage any type of emergency, natural or human-caused. An all hazards approach seeks to balance effective, consistent response to any disaster or emergency, regardless of the cause with the unique capabilities needed to respond to specific types of incidents. An allhazards approach is designed to be consistent yet flexible enough to respond to emergencies of varied causes, types and magnitudes whether these emergencies occur with or without warning.
- B. Comprehensive Emergency Management Plan (CEMP). A campuswide, "all-hazards" plan that provides the framework for managing emergencies. The plan provides broad guidelines for emergency management with specific emergency management functions and is designed to protect lives and property through an effective use of campus and community resources.
- C. Emergency Operations Center (EOC) The physical location at (h)2.281J 0 Tyd [(A)-18 0 T1(r)3.2 (

3. Maintaining the emergency exercise and training program
  4. Maintaining public awareness on emergencies
  5. Coordinating University efforts with local and regional partners.
- B. COLLEGES, DIVISIONS & DEPARTMENTS LU college, division, and department has a responsibility to ensure a safe environment for its employees and to maintain operations.
1. Building coordinators on campus are required to have an evacuation plan for their assigned building.
  2. Each college, division and/or department is expected to conduct Continuity of Operations Planning (COOP) and, when necessary, put its continuity plan in action.
  3. To ensure that colleges, divisions, and departments are prepared for emergencies, the above plans should be practiced and tested at least annually, on or before June 1
  4. Building coordinators, colleges, divisions, and departments should contact the Office of EHS for assistance in developing these plans.
- C. INDIVIDUAL Given that emergencies cannot always be avoided, the common first line of defense is an individual's own initial actions (i.e., those things that a person does before emergency responders arrive). These actions include, but are not limited to, the following:
1. Maintain situational awareness Individuals should remember that at its core, situational awareness involves being aware of where they are and what is happening around them understand how information, events, and their own actions will impact their safety and the ability to protect themselves, both now and in the near future.
  2. Take actions to protect oneself Based upon the assessment of the situation, individuals should use their best judgment to protect themselves and, if possible, others (e.g., evacuate or shelter-in-place).
  3. Summon assistance Call for help. An LU community member or visitor can summon emergency assistance

3. The EPG also provides resources and information to stabilize a campus incident as quickly as possible when requested through the University Incident Commander and the LU Emergency Operations Center.
4. The EPGs comprised of members of the President's Executive Council (PEC); additional LU personnel may be appointed as needed to respond to specific incidents.
5. When necessary, the EPG may establish temporary working groups to manage incidents that require expertise held by members of a specific working group.
6. The EPG may engage additional resources as needed.



## XIII. APPROVAL

Jeremy C. Alltop	02/28/2020
Vice President for Finance and Operations	Date
Kenneth R. Evans	02/29/2020
President	Date

## REVISION LOG

Revision Number	Date	Description of Changes
1	02/29/2020	Initial version approved by President