



# TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER EL PASO

## Operating Policy and Procedure

**HSCEP OP:** 76.01, **Emergency Management Plan**

**PURPOSE:** The purpose of this Texas Tech University Health Sciences Center El Paso Operating Policy (HSCEP OP) is to establish responsibility for the development, updating, and distribution of the Texas Tech University Health Sciences Center El Paso Emergency Management Plans (TTUHSC El Paso EMPs).

**REVIEW:** This OP will be reviewed by September 1 of every year (EY) by the Texas Tech University Health Sciences Center El Paso Emergency Management Coordinator (TTUHSC El Paso EMC) and the Texas Tech University System Emergency Management Coordinator (TTU System EMC) or designees with recommendations for revisions submitted to the Chief Financial Officer, and to the President or designees for final approval by September 15 of EY.

The TTUHSC El Paso EMP for TTUHSC El Paso will be reviewed by September 1 of every year (EY) by the Campus Safety Manager responsible for Emergency Preparedness in coordination with the Chief Financial Officer or designee, and the TTUHSC El Paso EMC. Recommendations for revisions will be forwarded to the Chief Financial Officer, and to the President or designees for final approval by September 15 of EY.

The TTUHSC El Paso EMPs will be updated when changes in risks, threats, hazards, resources, capabilities, or government structure occur. The need for plan changes, updates, and revisions should be brought to the attention of the TTUHSC El Paso EMC, who will ensure that any required plan changes are made and distributed.

### **POLICY/PROCEDURE:**

1. Objectives:

The objective of the TTUHSC El Paso EMPs is to provide the framework for the planning and resources necessary to protect the health, safety, and welfare of the members of the TTUHSC El Paso communities and preserve both public and private property.

To achieve this objective, emergency programs have been established that are both integrated and comprehensive, addressing prevention, mitigation, preparedness, response, and recovery.

2. General:

The TTUHSC El Paso EMPs are based on an "all-hazards" approach to emergency planning. The plans address general functions that may need to be performed during any emergency situation and is not a collection of plans for specific types of incidents.

The TTUHSC El Paso EMPs provide an emergency management framework that defines the operating characteristics, management components, and structure of the emergency management organization throughout the life cycle of an incident. The Texas Tech University System Board of Regents has formally adopted the National Incident Management System (NIMS). NIMS provides a consistent approach to the effective management of situations involving natural or human-made disasters or terrorism. NIMS allows TTUHSC El Paso to integrate response activities using a set of standardized organizational structures designed to improve interoperability between all levels of government, private sector, and nongovernmental organizations.

The TTUHSC El Paso EMPs do not replace individual department responsibilities to develop and test their own emergency response procedures and guidelines. Each unit and area should develop an Emergency Action Plan for the facilities that house their activities. The TTUHSC El Paso EMPs should, however, be used as the primary reference for integrating internal plans into TTUHSC El Paso's overall strategic operational plans. The TTUHSC El Paso EMPs shall be used to assist in determining the relationships, responsibilities, and general guidelines departments are to use to establish their detailed emergency action procedures and guidelines, some of which may include response plans for specific types of incidents.

A copy of the El Paso EMP can be found as [Attachment A](#) to this HSCEP OP.