

OFFICE OF THE CHANCELLOR
University of New Orleans

Administrative Policy & Procedure

A.P. 48.2

Effective Date: June 26, 2008

Supersedes AP-48.2 Dated April 14, 1986

SUBJECT: UNO Disaster/Emergency Plan(s)

PURPOSE

To set forth administrative policy and procedures to be followed by University employees and students in the event of a natural or manmade emergency or disaster.

AUTHORITY

Article VII, Section 4 of the Bylaws and Regulations of the Board of Supervisors of Louisiana State University System.

OBJECTIVES

1. Coordinate effective and appropriate emergency response efforts between University departments.
 2. Provide timely and informative notification of University closures, evacuations, and reopening to the UNO Community.
 3. Define responsibilities related to disaster/emergency preparedness and response.
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DEFINITIONS

1. Disaster – Categorized as major fires, explosions, or natural catastrophes such as hurricanes, floods, etc.
2. Emergency – Any situation that requires immediate official attention, such as severe weather, chemical leaks, biological attacks and/or situations requiring immediate police action such as bomb threats and fires, etc.
3. Emergency Information Center (EIC) – A site within the UNO Sharepoint website (<https://sharepoint.uno.edu>) that will be activated during emergency situations and will provide the latest information on the status of the operation of the University.
4. Emergency Preparedness Committee – The group of appropriate administrators who meet periodically to review, assess and change the documents designed to guide University Personnel during an emergency. The committee shall be appointed by the Chancellor, but will also minimally include the Plan Coordinator and the Director of Environmental Health and Safety, the Associate Provost and Associate Vice Chancellor for Academic Affairs, Associate Vice-Chancellors of Campus Services and Facility Services, Vice Chancellor for University Advancement, General Manager of WWNO and Assistant Vice Chancellor for Public Safety. Responsibilities of Emergency Preparedness Committee include meeting periodically to review, assess and change the documents designed to guide University personnel during an emergency.

