

## Emergency Management Plan

### 202.1 PURPOSE AND SCOPE

The District has prepared an Emergency Management Plan for use by all employees in the event of a major disaster or other emergency event. The plan provides for a strategic response by all employees and assigns specific responsibilities in the event that the plan is activated (Government Code § 8610).

### 202.2 ACTIVATING THE EMERGENCY PLAN

The Emergency Management Plan can be activated on the order of the official designated by local ordinance.

#### 202.2.1 RECALL OF PERSONNEL

In the event that the Emergency Management Plan is activated, all employees of the Allan Hancock Community College Police Department are subject to immediate recall. Employees may also be subject to recall during extraordinary circumstances as deemed necessary by the Chief of Police or the authorized designee.

Failure to promptly respond to an order to report for duty may result in discipline.

### 202.3 LOCATION OF THE PLAN

The Emergency Management Plan is available in Administration and the Sergeant's office. All supervisors should familiarize themselves with the Emergency Management Plan. The Administration supervisor should ensure that department personnel are familiar with the roles police personnel will play when the plan is implemented.

### 202.4 UPDATING OF MANUALS

The Chief of Police or designee shall review the Emergency Management Plan Manual at least once every two years to ensure that the manual conforms to any revisions made by the National Incident Management System (NIMS) and the Standardized Emergency Management System (SEMS) and should appropriately address any needed revisions.

### 202.5 PATROL SERGEANT RESPONSIBILITIES

The Patrol Sergeant, or the authorized designee, is responsible for:

- a. Planning, developing, and maintaining the department's response to major disasters or other emergency events in accordance with the Emergency Management Plan.
- b. Ensuring equipment designated for use during major disasters and other emergency events is inspected at least twice annually to ensure operational readiness.