

POLICY TYPE: Vice President for Infrastructure Services

POLICY TITLE: Emergency Procedures

Responsible Administrator:	Vice President for Infrastructure Services Director of Facilities
Location of Related Procedures:	Office of Vice President for Infrastructure Services Office of Director of Facilities Office of Environmental Health & Safety Manager Commercial Avenue Center Administrator's office Downtown Education Center Administrator's office Fire Center Coordinator's office Campus Administrator's offices at Fort Atkinson, Portage, Reedsburg and Watertown

The college shall establish, maintain, update, enforce and distribute procedures for emergency situations that may occur within college-owned buildings and upon College-owned grounds.

Emergency situations include, but are not limited to: fire, bomb threat, tornado, riot, or other civil disturbances directly affecting the College, its properties or occupants.

These procedures shall be reviewed annually by the Director of Facilities and shall comply with all federal, state, local and municipal laws, ordinances, directives, regulations and codes applicable to this institution. These procedures shall be included in the student and employee handbooks, and made available upon request through the Facilities Office.

July 1998