I. Plan Documentation

Promulgation of the Southside Virginia Community College Emergency Operations Plan

By virtue of the authority vested in me by as President of Southside Virginia Community College (SVCC) and as the administrator ultimately responsible for emergency management on campus, I hereby promulgate and issue the Southside Virginia Community College Emergency Operations Plan ("the Plan") dated October 21, 2011. The Plan provides for college's response to emergencies and disasters in order to save lives; to protect public health, safety, and property; to restore essential services; and to enable and assist with economic recovery.

The Plan complies with Code of Virginia Title 23 and Title 44 and is consistent with the National Incident Management System as implemented in the National Response Framework adopted January 2008.

The Emergency Coordination Officer, the Vice President of Finance and Administration, on behalf of the President, is hereby authorized to activate the SVCC Emergency Operations Center ("EOC") in order to direct and control SVCC emergency operations. Augmentation of the EOC shall constitute implementation of the Plan.

Furthermore, the Emergency Coordination Officer is hereby authorized, in coordination with the Executive Staff, to amend the Plan as necessary to ensure the continued health and safety of the students, faculty, staff and property of the college.

In accordance with the duties and responsibilities assigned in the Plan, the head of each designated SVCC department or program shall appoint a lead and at least one alternate Emergency Coordination Officer for the department or program. The Emergency Coordination Officer is assigned the following responsibilities:

1. Coordinate with the college administration, faculty and staff on emergency preparedness, response, and recovery issues;

2. Prepare and maintain designated parts of the Plan for which the program is responsible;

3. Prepare and maintain internal plans and procedures to fulfill the responsibilities designated in the Plan;

4. Maintain a roster of department or program faculty and staff to assist in disaster operations and ensure that persons on the roster are accessible and available for training, exercises, and activations of the Plan;

5. Coordinate appropriate training for department of program personnel assigned to disaster operations;

6. Prepare and maintain internal emergency preparedness, response, and recovery plans for the department or program's resources (facilities, personnel, and assets) that

outline a comprehensive and effective program to ensure continuity of essential functions under all circumstances;

7. Assure that preparedness plans for the college are coordinated with the applicable local emergency management agency.

This Promulgation shall be effective upon its signing and shall remain in full force and effect until amended or rescinded by further promulgation.

Given under my hand and under the Seal of the Southside Virginia Community College, this 12th day of October 2011.

Dr. John J. Cavan, President
Southside Virginia Community College
(SVCC)

Attest:
Witness

Approval and Implementation

RESOLUTION OF ADOPTION

WHEREAS, the Local Board of Southside Virginia Community College (SVCC) is concerned with the health and well- being of its students, facility and staff and desires that the best possible emergency service be available to them; and, the President is concerned with the health and well- being of its students, facility and staff and desires that the best possible emergency service be available to them; and

WHEREAS, the Code of Virginia Chapter 1 of Title 23 and Title 44 *that* any public institution of higher education shall develop, adopt, and keep current a written crisis and emergency management plan; and every four years, each institution shall conduct a comprehensive review and revision of its crisis and emergency management plan to ensure the plan remains current, and the revised plan shall be adopted formally by the board of visitors or other governing body. Such review shall also be certified in writing to the Department of Emergency Management; and

WHEREAS, such a plan has been developed by Southside Virginia Community College Staff in coordination with the Virginia Department of Emergency Management with input from SVCC departments and the Brunswick and Charlotte Counties Emergency Management Agencies;

NOW THEREFORE BE IT RESOLVED that the Southside Virginia Community College Local Board, on this 12th day of October, 2011, does hereby officially adopt the Southside Virginia Community College Emergency Operations Plan, to include plans and procedures for both peace time and war-caused disasters. * * * * *

I, Lealand Luck, do hereby certify that the foregoing writing is a true, correct copy of a resolution unanimously adopted by the Local Board of Southside Virginia Community College at a meeting held on October 12th, 2011.

SIGNED

Lealand D. Luck

Lealand D. Luck, Chairman
SVCC Local Board