

RHODE ISLAND SCHOOL OF DESIGN

Emergency Operations Command Team Policies & Procedures

4 Levels of Emergencies

The following is designed to provide guidelines for responding to a variety of incidents and emergencies that affect RISD.

Not all emergencies require the same degree of response, and each incident will be evaluated on a case-by-case basis.

- **Level 1 (Minor Emergency: Information only, no action required)**—A campus emergency with limited impact that does not affect the overall operation and function of the College, however, EOCT members should know about it. Examples would include a minor hazardous material incident, small fire, or temporary limited power outage. Situation would normally be handled by department and public safety with other departments brought in as needed. Public Safety will gather information from the affected party and share with the EOCT group. EOCT members should monitor emails coming into the listserv for updates.
- **Level 2 (Emergency that could affect a large portion of the campus, but does not pose imminent danger: Information provided – take action as appropriate)** Examples would include a power outage, any system failure (phones, internet, etc.) with an unknown impact to the campus. This would also include a minor storm or flooding or an event such as a protest scheduled to happen on or near campus. Public Safety will gather information from the appropriate source and share with the entire EOCT – it is important to ask the question: WHO ELSE NEEDS TO KNOW? Each EOCT member will take action as appropriate. EOCT members should monitor emails coming into the listserv for updates.
- **Level 3 (Major Emergency: Information Provided – response required)**—A local emergency that has disrupted or potentially may disrupt significant operation of the College or adversely impact a major population of the community. Public Safety will notify the EOCT; the Chair will decide where to convene the group. The College Emergency Communication Plan will be implemented. Examples include serious crimes on campus, major fires, death(s), or partial infrastructure failure.
- **Level 4 (Campus wide: Imminent danger on campus – respond in person ASAP)**—A community-wide emergency that will disrupt the operations of the College and involves major damage, systems failure, or imminent danger to our community. Disasters impact not only the College, but possibly the surrounding community and beyond. EOCT will be mobilized and convene in the EOCC. The College Emergency Communication Plan will be implemented. Examples include tornadoes, widespread extended power outages, severe natural disasters, serious acts of terrorism, chemical spills, or active shooters.

Emergency Web Sites

HOME PAGE: <http://emergency.risd.edu/>

ABOUT THIS PAGE: <http://emergency.risd.edu/about-this-website/>

ABOUT THE EOCT: <http://emergency.risd.edu/risd-emergency-operations-command-team-eoct/>

POLICIES AND PROCEDURES: <http://emergency.risd.edu/eoct-policies-and-procedures/> INCLEMENT

WEATHER: <http://emergency.risd.edu/storm-closings/>