

# MANUAL OF POLICY

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**POLICY NUMBER:** I-40

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**POLICY TITLE:** Emergency Response Responsibilities

**LEGAL AUTHORITY:** FLORIDA STATUTES CHAPTERS 252, 255, 1001

**DATE OF LAST REVIEW:** 9/29/2005, 6/19/2007 and 7/21/2009

**DATE OF BOARD ACTION:** 9/29/2005 and 7/21/2009

The College President or designee shall prepare, maintain and implement emergency response procedures for Miami Dade College. Such emergency response procedures shall incorporate and coordinate the responsibilities of each Campus and District Department. These shall include, but not be limited to, processes for notification to key personnel and College population as a whole of the declaration of an emergency. The procedures further shall address the safety of personnel, facilities, records and documents and all other College property. The procedures shall be coordinated with the State, County and other local emergency response plans and clearly delineate responsibilities of College staff.

	7/21/09
<b>CHAIRMAN</b>	<b>DATE</b>