

DIN: 1000-1-03
Title of Policy: Long-Term Emergency Management

Policy

Northwest Technical College adopts [MnSCU Board Policy 1A.10](#), Long-Term Emergency Management and, in the event that a long-term emergency (seven days or more) is declared for the college by the President or the Chancellor, the College will implement the provisions of [Procedure 1A.10.1](#), including the activation of the BSU-NTC All-Hazards Plan. This Plan is developed in accordance with guidelines developed and administered by the Office of the Chancellor in accordance with state and federal direction. The All-Hazard Plan will be reviewed and updated regularly and will be available to learners and employees on the College’s website, except for any sections that include non-public data.

Purpose

The purpose of this policy is to provide guidelines in the event of a long-term emergency, which is defined in MnSCU Policy 1A,10 as “an emergency resulting from natural or other disasters, that substantially disrupts the learning or working environment or operating integrity of a college, university, or the system, and whose impact is expected to last seven days or more.”

Responsibility

The table below describes responsibilities for this policy:

Group/Individual	Responsibility
President	After consultation with the Chancellor, declare a long-term emergency and take actions necessary and consistent with Board policy and system procedure to protect the safety of the learners, employees and/or the operating integrity of the college. In the event that this action is suspension or cancellation of an academic term, establish the date for resumption of operations.
Vice President of Finance and Administration	Ensure that the All-Hazards Plan addresses all aspects of Policy 1A.10 and Procedure 1A.10.1 and that the plan is regularly reviewed and updated and communicated to the college constituency. Direct the activation of the All-Hazards Plan.
Director of Security and Safety	Lead the implementation of the All-Hazards Plan, as directed by the President or Vice President.
College Dean and managers	Facilitate actions on campus to implement steps called for in the All-Hazards Plan. Communicate actions to learners, employees and other college constituents.
Faculty and staff	Implement appropriate actions as called for in the All-Hazards Plan in the event of a Long-Term Emergency, as directed by the President and Dean.

Supporting References

Listed below are college document(s) that support this policy:

[BSU-NTC All-Hazards Plan](#)
[1000-2-01 Activating the All-Hazards Plan](#) process

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Approved: Dr. Quistgaard	Date: 12-15-08	Check here if policy should appear in student handbook:	<input checked="" type="checkbox"/>

Compliance References:

Listed below are references to compliance requirements (e.g. MnSCU policy, federal regulations).

[MnSCU Policy 1A.10](#) Long-Term Emergency Management

[MnSCU Procedure 1A.10.1](#) Long-Term Emergency Management

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