

EMERGENCY PREPAREDNESS AND EMERGENCY OPERATIONS**I. Purpose**

The University of Arkansas System is committed to safeguarding life, property, and institutional continuity through comprehensive emergency preparedness and response planning. This policy establishes a systemwide framework requiring each campus, division, and unit to maintain and regularly update an Emergency Operations Plan (EOP).

Emergency planning under this policy shall align with nationally recognized standards, including the Federal Emergency Management Agency (FEMA) Comprehensive Preparedness Guide 101 (CPG 101) and the National Incident Management System (NIMS). This policy applies to all campuses, divisions, and units of the UA System. Each institution may supplement this policy with local procedures or additional guidance appropriate to its mission, regulatory environment, and operational context.

II. Institutional Responsibility

Each campus, division, and unit shall develop, maintain, and implement a written Emergency Operations Plan appropriate to its size, operations, and risk profile. Institutions are responsible for designating appropriate leadership to oversee emergency planning, coordination, and implementation. Nothing in this policy limits the authority of campus leadership to take immediate action necessary to protect life and safety.

III. Emergency Operations Plans

Each Emergency Operations Plan shall address preparedness, response, recovery, and continuity considerations; reflect an all-hazards planning approach; incorporate principles consistent with FEMA CPG 101; and adopt the National Incident Management System (NIMS) framework for command, coordination, and communication.

Institutions may structure their plans in a manner appropriate to their operations, but plans should generally include a base plan outlining scope, authority, roles, and coordination structure; functional components addressing communication, evacuation, sheltering, public information, and continuity of operations; and hazard- or threat-specific annexes as appropriate. Emergency Action Plans required by applicable occupational safety regulations may be maintained separately or incorporated by reference into the broader Emergency Operations Plan.

IV. Training and Exercises

Each institution shall provide appropriate training and exercise opportunities, including regular tabletop exercises, to support effective implementation of its Emergency

Operations Plan. Institutions should ensure that designated personnel understand their roles within the adopted incident management structure.

Each campus, division, and unit shall conduct periodic exercises, including at least one annual discussion-based exercise, to evaluate preparedness and coordination. Following exercises or significant incidents, institutions should document lessons learned and incorporate improvements into their planning processes.

Training and exercising shall focus on all hazards capable of producing mass-casualty incidents on campus, including but not limited to active shooter events, severe weather (e.g., severe thunderstorms and tornadoes, flooding), terrorism (including explosive, chemical, biological, or radiological), and hazardous material releases. Emphasis shall be placed on developing the core capabilities required to prepare for, respond to, and recover from such incidents.

V. Review and Submission

Each campus, division, and unit shall review its Emergency Operations Plan at least annually. Updated plans, or certification of annual review, shall be submitted to the UA System Office of Risk Management by December 15 each year. The Office of Risk Management shall maintain a systemwide repository of submitted plans and may provide guidance to promote consistency and continuous improvement across the System.

VI. Compliance and Continuous Improvement

Emergency preparedness is a shared responsibility across the UA System. Institutions are expected to maintain plans that are current, actionable, and aligned with applicable legal and regulatory requirements. The UA System may periodically review institutional compliance with this policy and provide recommendations to strengthen preparedness and resilience.

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