

TABLE OF CONTENTS

This Emergency Operations Plan is for use by the members of the EOC Incident management Team for reference during immediate emergency response operations. This plan is augmented by the University's Emergency Operations Plan (EOP) which addresses the all-hazard preparedness, prevention, mitigation and recovery components of emergency management.

Subject

Letter of Promulgation *(Also included in EOP)*

Distribution *(Also included in EOP)*

Revision History *(Also included in EOP)*

Part 1 **Local, State, and Federal Emergency Response Systems, Laws, and Authorities** *(See EOP for more detailed review of Laws & Authorities)*

Emergency Authority and Delegation of Authority
EOC Activation Authority
Declaration of State of Emergency
Public Safety Emergencies: Temporary Partial Site / Building Closure
Line of Succession
Policy Decisions & Policy Group
Mutual Aid from University Of California Sister Campuses
City and County Of San Francisco
State of California
Federal Government
Emergency Management on Authorities

Part 2 **Emergency Response Organization, Assignments, and Responsibilities**

EOC Critical Functions
Incident Command System Purpose
ICS Structure
EOC Branches
Expectations of EOC Incident Management Team
EOC Organization Chart
Chancellor, Policy Group & Advisors
Command Staff
Operations Section
 Operations Section Campus Liaison Units
Planning & Intelligence Section
Resources and Logistics Section
 Resources and Logistics Section Campus Liaison Units
Finance and Administration Section

Part 3 **UCSF Emergency Operations Center (EOC)**

Subject

Primary & Alternate EOCs
EOC Activation

- EOC Positions and Space Assignments
- EOC Access
- EOC Set-up
- Equipment & Supplies
- Forms
- Primary EOC Layout
- Alternate EOC Layout

Part 4 UCSF Leadership and Points of Coordination

- Chancellor
- Policy Group
- Legal Counsel
- Academic Programs Liaison
- Critical Programs Liaison
- Recovery Team
- Deans
- Chief Medical Officer
- Technical Advisors
- Campus Points of Coordination

Part 5 Command Staff

- EOC Director
- Public Information/Media Liaison
- Emergency Manager
- Safety Officer

Part 6 Operations Section Checklists

- Operations Section Chief
- Emergency Communications Center
- Buildings & Facilities Branch:
 - Buildings & Facilities Branch Director
 - Building Inspections Unit
 - Damage Assessment Unit
 - Repair/Construction Unit
 - Facilities Unit
- Environmental Health and Safety Unit
- Animal Care Unit
- Health & Medical Branch:
 - Health & Medical Branch Director
 - Langley Porter Psychiatric Institute Liaison
 - Medical Center Hospital Control Center Liaison
 - Occupational Health Liaison
 - Public Health Liaison
 - Student Health Services Liaison
 - Disaster Mental Health Coordinator
- CERT/ Care & Shelter Coordinator
- Student Housing Liaison
- Childcare Centers Liaison

Part 7 Planning and Intelligence Section Checklists

Planning and Intelligence Section Chief
 Situation Status Unit
 Documentation Unit
 Continuity & Recovery Unit
 Resource Unit

Part 8 Resources and Logistics Section Checklists

Resources and Logistics Section Chief
 IT Branch Director
 Data/Telecomm Unit
 Desktop Support Unit
 Responder Food/Care and Shelter Unit
 Supply Unit
 Human Resources Unit
 Transportation Unit
 Real Estate Liaison

Part 9 Finance/Administration Section Checklists

Finance Section Chief
 Cost Unit
 FEMA Claims Unit
 Insurance/Risk Management
 Procurement Unit
 Grants/Programs Unit

Part 10 Incident Action Planning & Shift Briefings

Shift Briefings
 IAP Process: One shift per day
 IAP Process: Multiple shifts per day

Part 11 Annexes *(S = Confidential document unavailable on UCSF Website)*

Annex AC	Animal Care (LARC EOP) (S)
Annex BSA	Building Safety Assessments (S)
Annex CC	Crisis Communications Plan (S)
Annex CERT	Campus Emergency Response Teams (CERT)
Annex CI	Critical Infrastructure (S)
Annex CMRT	Campus Management Response Team
Annex DAT	Disaster Assistance Team
Annex DMH	Disaster Mental Health Plan
Annex EAP	Emergency Action Plan: Building Evacuation Procedures
Annex MC&S	Mass Care & Shelter
Annex PACD	Peaceful Assembly Civil Disturbances
Annex PHEP	Public Health Emergency Plan
Annex PICI	Pandemic Influenza Occupational Exposure Risk Classification for Critical Infrastructure

Annex PWR	Power Failure (S)
Annex RAD	Radiological Emergencies (S)
Annex REC	Recovery
Annex SCP	Strike Contingency Planning (S)
Annex TVL	Travel Emergencies: UCSF Global Travel Emergency Plan
Annex Wx	Severe Climate
Annex VM	Volunteer & DSW Management Plan (Working Draft)

Part 12 Appendixes (S = Confidential document unavailable on UCSF Website)

Appendix AP	Activation Procedures for EOC Staff
Appendix B	Buildings and Properties (S)
Appendix DIR	Directories (S)
Appendix EOC	EOC Locations & Set-up (S)
Appendix EOC HCC	Medical Center & Campus Coordination
Appendix ESR	Emergency Status Reports
Appendix F	Forms
Appendix GEN	Generators (S)
Appendix HL	Hotlines (S)
Appendix HR	HR Policies During Prolonged Emergencies
Appendix ICP	Incident Command Posts
Appendix MAP	Maps
Appendix MNS	Mass Notification System
Appendix PC	Purchase Cards-Emergency
Appendix RES	Resources Directory (S)
Appendix SA	Staging Areas (S)
Appendix T	Training
Appendix UCOP	Campus Emergency UCOP Notification Protocol (S)
Appendix UM	Plan Update & Maintenance