

**PART 1  
LOCAL, STATE, AND FEDERAL EMERGENCY RESPONSE  
SYSTEMS, LAWS, AND AUTHORITIES**

**Table of Contents**

EMERGENCY AUTHORITY AND DELEGATION OF AUTHORITY..... 1  
EOC ACTIVATION AUTHORITY..... 1  
DECLARATION OF STATE OF EMERGENCY.....2  
PUBLIC SAFETY EMERGENCIES: TEMPORARY PARTIAL SITE /  
BUILDING CLOSURE .....2  
LINE OF SUCCESSION .....3  
POLICY DECISIONS & POLICY GROUP .....3  
MUTUAL AID FROM UNIVERSITY OF CALIFORNIA SISTER CAMPUSES .4  
CITY AND COUNTY OF SAN FRANCISCO .....4  
STATE OF CALIFORNIA.....4  
FEDERAL GOVERNMENT .....5  
EMERGENCY MANAGEMENT AUTHORITIES.....5

*(See EMP for more detailed review of Laws & Authorities)*

**EMERGENCY AUTHORITY AND DELEGATION OF AUTHORITY**

The UCSF Emergency Operations Plan is promulgated under the authority of the Chancellor. In times of crisis, the authority to activate the University’s Emergency Operations Plan, is delegated to the Chief of Police (EOC Director). The EOP is activated when conditions exist which require immediate action to save and protect lives, prevent damage to the environment, systems, property, and critical programs, provide essential services, temporarily assign UCSF staff to perform emergency work, invoke emergency authorization to procure and allocate resources, activate and staff the Emergency Operations Center (EOC), and when a coordinated management process is needed.

**EOC ACTIVATION AUTHORITY**

The recommendation to activate the EOC, and take action in the best interest of the University will be made by the Chief of Police who is the EOC Director or her/his designated Alternate (see below).

- Chief of Police (EOC Director)
- Chief of Police designee

- On-call Police Commander
- EOC Director Alternates

The Chief of Police (EOC Director) shall determine which EOC Sections to activate and which staff positions are needed for EOC operations.

## **DECLARATION OF STATE OF EMERGENCY**

UCSF will make every effort to remain open at all scheduled times. However, to ensure the UCSF community's' health and safety, there are unusual occurrences that may necessitate modified operating schedules or cancellation of classes, such as:

- Extended power outage and/or disruption to campus water or sanitary service
- Significant property damage to the campus
- Impassable crucial roadways/bridges to/from campus
- A campus emergency event that would pose a danger to the campus population such as a fire, earthquake, or hazardous materials incident

The Chancellor or her/his designee will declare a campus state of emergency when an unusual occurrence requires curtailment of operating schedules. A copy of the proclamation of a campus state of emergency will be forwarded to the Department of Emergency Management (DEM) and California Office of Emergency Services (CalOES). The EOC shall notify the University of California Office of the President (Refer to Appendix UCOP: Campus Emergency UCOP Notification Protocol).

The Office of University Relations representative in the EOC is responsible for coordinating the release of any information pertaining to the status of campus operations to the campus community, the news media, and general public, e.g.,

- Restricting access to or requesting people to leave the campus
- Canceling classes or events
- Evacuating and closing buildings

## **PUBLIC SAFETY EMERGENCIES: TEMPORARY PARTIAL SITE / BUILDING CLOSURE**

Emergency events may require emergency responders to temporarily close specific areas of the Campus due to exigent life-safety emergencies. This could include a law enforcement event such as "active shooter, a barricaded suspect, or other life threatening circumstance that the Chief of Police, On-call

Commander, or Watch Commander deems appropriate to ensure the security and safety of the public or to protect a crime scene.

The ranking Police Officer on the scene must request a temporary partial closure from the Watch Commander, On-Call Commander, or Chief of Police as appropriate. The authority to declare a “Public Safety Emergency” and close portions of the Campus, rests with the Chief of Police or Chief of Police designee.

Designated alternates to the Chief of Police, in order, are:

- 1 Chief of Police Designee
- 2 On-Call Police Commander
- 3 Field Services Division Assistant COP
- 4 Watch Commander

## **LINE OF SUCCESSION**

The authority to declare a Campus “State-of-Emergency” and close the Campus, rests with the Chancellor or the Chancellor’s designated alternate, and the EOC Policy Group. The following comprise the designated alternates to the Chancellor, in the Line of Succession:

- 1) Executive Vice Chancellor and Provost (EVCP)
- 2) Senior Vice Chancellor Financial and Administrative Services (SVC)
- 3) CEO Medical Center
- 4) Dean of the School of Medicine
- 5) Dean of the School of Pharmacy
- 6) Dean of the School of Nursing
- 7) Dean of the School of Dentistry

## **POLICY DECISIONS & CHANCELLOR EXECUTIVE TEAM-POLICY GROUP (CET-PG)**

In an emergency, the EOC Director reports to the Chancellor. The EOC Director will consult with the Chancellor or Her/His designee, and the Chancellor Executive Team-Policy Group<sup>1</sup> (CET-PG) as necessary to advise and assist in making emergency-related policy decisions impacting the UCSF Enterprise. The CET-PG functions as a strategic policy and recovery planning team; setting general policy regarding overall UCSF emergency operations and

---

<sup>1</sup> Refer to Part 3 Table 1 “CET-Policy Group”

recovery plan. It advises the Chancellor on large funding expenditures, capital improvement and reconstruction projects. It may also authorize recovery plans and priorities.

## **MUTUAL AID FROM UNIVERSITY OF CALIFORNIA SISTER CAMPUSES**

The University of California Office of the President (UCOP) coordinates emergency preparedness via the UCOP Emergency Manager. During emergency declarations affecting one or more UC system campuses, UCOP may support the affected campus by coordinating UC mutual aid or CalOES assistance via the State Emergency Operations Center.

## **CITY AND COUNTY OF SAN FRANCISCO and other affected jurisdictions**

The Department of Emergency Management (DEM) is responsible for coordinating disaster mitigation, preparedness, response and recovery within its operational area. The Mayor of San Francisco may declare a State of Emergency in order to activate the city/county emergency response and to become eligible for possible state assistance. The same will be true for any other Operational Areas where UCSF has assets (people or property).

City and County of San Francisco County “Operational Area” is represented by city & country agencies within the County geographical area, special districts, volunteer agencies (such as the Red Cross), utility companies, colleges and universities and other public institutions. UCSF is classified as a local government within San Francisco Operational Area by the San Francisco DEM (City and County of San Francisco Emergency Response Plan, 4/16/2008, p. 12.).

UCSF may send an EOC liaison to the City EOC to coordinate UCSF requests for assistance. UCSF may also send a member of the EOC Public Information and Media unit to the City’s Joint Information Center. The UCSF Medical Center coordinates requests for health and medical assistance through the SF Department of Public Health’s (DPH) Department Operations Center (DOC).

## **STATE OF CALIFORNIA**

The state’s disaster authority is established in the California Emergency Services Act, CA Gov. Code Sections 8550 et. seq. Included in this law are the policies, regulations, and basic procedures for the following:

- California Emergency Plan

- Standardized Emergency Management System (SEMS)
- SEMS Guidelines, Yellow Book-2015 Edition

The UCSF emergency management response system and the EOP are in accordance with the standardized state response system and the SEMS guidelines.

## **FEDERAL GOVERNMENT**

The federal-level authority for emergency management is the Federal Emergency Management Agency (FEMA). During a disaster in California (after declaring the state a disaster area), the Governor is responsible for petitioning the President of the United States to make a presidential declaration, so that federal resources can be made available. A presidential declaration activates the Federal Emergency Response Plan and allows the state to access federal resources for emergency response.

The Robert Stafford Act provides the federal authority and program for federal congressional appropriation of public funds for disaster assistance. This program provides for a reimbursement of approximately 75% of eligible expenses for approved categories of public facility protection and/or repair and restoration of damaged facilities.

## **EMERGENCY MANAGEMENT AUTHORITIES**

### **Federal:**

- Federal Civil Defense Act of 1950, Public Law (PL) 81-950 as amended.
- Robert T. Stafford Disaster Relief and Emergency Assistance Act, PL 93-288, as amended.
- Code of Federal Regulations (CFR), Title 44. Emergency Management Assistance.
- Homeland Security Presidential Directive 8, March 30, 2011.
- The National Incident Management System (NIMS), as prescribed by Homeland Security Presidential Directive-5 – Management of Domestic Incidents.
- National Infrastructure Protection Plan (NIPP)
- NFPA 1600 “Standard for Emergency Management and Business Continuity Program.
- Presidential Policy Directive – Critical Infrastructure Security and Resilience, PPD-21

### **State of California**

- The Standardized Emergency Management System (SEMS) as described by California Government Code Section 8607(a)
- California Emergency Services Act states the University of California is a State Agency (§ 8680.8)
- UCSF is a “Local Government” (California Code of Regulations Title 19, Division 2, Chapter 5, NDA, §2900(y))
- "Local government level" manages and coordinates the overall emergency response and recovery activities within their jurisdiction. (California Code of Regulations Title 19 Standardized Emergency Management System)
- Local government must use the California Standardized Emergency management System (SEMS) to be eligible for state funding of response-related personnel costs (California Code of Regulations, Title 19, §2920, §2925, and §2930.)
- The adoption of the National Incident Management System by State and local organizations is a condition for Federal preparedness assistance. (Department of Homeland Security, National Incident Management System, October 2017)
- All UC employees sign State Oath of Allegiance (UPAY585. Calif. Constitution, Article XX, Section 3, Calif. Government Codes, Sections 3100-3102)
- The State Oath of Allegiance affirms UC employees are, by law, Disaster Service Workers. (Labor Code 3211.92(b))

### **University of California Office of the President (UCOP):**

- UCOP, Policy on Safeguards, Security and Emergency Management (1/25/06)
- UCOP, Policy on the Management of Health, Safety and the Environment (10/28/05)
- UCOP, Facilities Manual, Volume 6, 4.10.1 Emergency Preparedness Program (1/2000)
- UCOP, Regents Standing Orders, 100.4 Duties of the President of the University (1/29/2007)
- UCOP, Presidential Policies, Campus Emergency UCOP Notification Protocol (4/13/2001 – Rev 11/25/2008)

### **University of California, San Francisco**

- ***UCSF, Policy # 550-23 Emergency Management***