



Policy Number: 100.2

Policy Title: Emergency Protocol Policy

Subject: Section 100 – Governance and Organization

Date Adopted: May 13, 2009

Date(s) Revised: July 11, 2013, November 8, 2018, April 1, 2025

Date(s) Reviewed: June 2013, October 2018, January 2025

Approved by:

A handwritten signature in black ink, appearing to read "Sandra J. Bauman", written over a horizontal line.

Sandra J. Bauman
Dean/CEO
Helena College University of Montana

POLICY STATEMENT:

The College shall create a Campus Emergency Protocol Manual through the solicitation of various administrators and officers, faculty, and staff and combining the emergency activities of all College offices and Departments. When circumstances warrant, the Dean/CEO or their designee may declare a state of emergency and activate the Campus Emergency Protocol plan for the College. The Campus Emergency Protocol Manual will be available on the College website to all employees, students, and community members in the Helena region and state.

All Helena College policies shall adhere to and be consistent with relevant federal and state laws, rules, and regulations and with the Board of Regents' policies and procedures.

PROCEDURES:

The procedures of this policy are contained in the Emergency Operation Plan:

- Basic Plan
- Appendices: A - M
- All Threat Hazard Annex: 1 to 15
- Emergency Support Functions: 1 to 12