

Approval Date: _____

LETTER OF PROMULGATION

To employees, students and guests:

The preservation of life and property is an inherent responsibility of Durham College, Ontario Tech University, and all members of our campus community. The institutions have prepared this Emergency Management Plan (EMP) to ensure the most effective allocation of resources for the maximum benefit and protection of the campus population during an emergency.

While no plan can prevent emergencies, detailed plans carried out by knowledgeable and well-trained personnel can, and will, minimize loss. This plan establishes the emergency organization, assigns tasks, specifies policies and general procedures, and provides for co-ordination of planning efforts of the various emergency staff and service elements utilizing the Incident Management System (IMS). This plan incorporates and co-ordinates the institutions' facilities and personnel into an efficient organization capable of responding to any emergency. This plan supersedes all previous institutional emergency operations/preparedness plans.

The institutions fully support this plan and urge all employees, students and guests, individually and collectively, to do their share in the institutions' emergency response efforts. The EMP will be reviewed and exercised periodically and revised as necessary to meet changing conditions.

Concurrence of this promulgation letter constitutes the adoption of the IMS by Durham College and Ontario Tech University.

Dr. Elaine Popp
President
Durham College

Dr. Steven Murphy
President and Vice-Chancellor
Ontario Tech University