

HS6.2 – Emergency Management and Response



Approval Body:	Academic Council and Stenberg College Executive
Approval Date:	May 2015
Amendment Date:	June 2025
Next Review Date:	June 2026
Supporting Documents:	Stenberg College Lab and Safety Manual British Columbia Emergency Management System (BCEMS) Bomb Threat Checklist Central City Tenant Floor Warden Procedures Manual Ministry of Education Emergency Management Planning Guide WorkSafe BC Form 7
Related Policy:	A2.12 Health and Wellness HS6.5 Health and Safety Committee HS6.6 Incident Occurrence and Reporting HS6.7 Lockdown Protocol HS6.8 Self-Harm Prevention

Purpose

The purpose of the Emergency Management and Response policy is to demonstrate Stenberg College's commitment to developing and managing an effective emergency management plan, ensuring life safety, security, and the well-being of the community and environment.

Description

This policy establishes Stenberg College's due diligence in emergency management and resilience, outlining the Emergency Management Program. It defines the responsibilities and functions necessary for effective planning, prevention, mitigation, response, continuity, and recovery.

Principles

- Stenberg College is committed to taking appropriate measures to respond to emergencies immediately and effectively, with the importance of providing for the safety and health of all responders, saving lives, reducing suffering, protecting public health, protecting government infrastructure, protecting property, protecting the environment, and reducing economic and social losses.
- Stenberg College will follow the guidelines set by British Columbia Emergency Management System (BCEMS) and the Ministry of Education Emergency Management Planning Guide.
- Stenberg College will clearly describe the roles and responsibilities of employees in the event of an emergency.
- Stenberg College will conduct regular drills to practice and evaluate its preparedness and response capabilities.
- Stenberg College will provide timely and accurate information to all employees and the public, if possible, during emergencies.
- Each employee is provided a WorkSafe BC orientation on emergency procedures.

- Stenberg College will offer opportunities for all employees to participate in regular training on emergency preparedness and responses.
- Stenberg College will provide support resources to employees and students who have experienced an emergency or traumatic incident.
- At Central City the security phone number is publicly posted, and the safe walk program is actively promoted. All students, instructors and staff at this location are encouraged to have the number in their phones in case of emergency.