

# Project Fact Sheet:

## Emergency Management Preparedness Project

### Background

A review of the responsibilities for Emergency Management at Massey University was confirmed in the Shared Services Final Blueprint released on 10 September 2010. The September earthquake in Canterbury initiated a review of emergency response preparedness. There is a great deal of good emergency management going on at Massey University at present; from the identification, assessment and treatment of emergency-related risk, to development of campus emergency response plans, to the provision of civil

defence equipment and personal preparedness advice to staff. What is missing, however, is a common framework to hang these various initiatives on, in order to ensure a consistency of terminology and approach to emergency management at Massey University and greater synergies across the University. The Emergency Management Preparedness Project aims to address this by implementing a best practice Emergency Management Framework for Massey University, which supports the 'One University' philosophy of "The Road to 2020".

### Objectives and outputs

The project outputs are:

- Development and subsequent approval of:
  - an emergency management policy,
  - a Massey University Strategic Emergency Management Framework,
  - updated Campus Emergency Response Plans,
  - an Improvement Action Plan for emergency management at Massey University.
- Review of existing Crisis Communications Plan.
- Alignment of existing Campus Emergency Response Plans to the University Crisis Management Plan.
- A measurable increase in awareness of emergency readiness, response and recovery, and increased engagement in emergency management at Massey University.

Implementation of the recommendations of the Improvement Action Plan is outside the scope of this project.

### Timeline

The following milestones have been identified for this project:

Terms of Reference approved	November 2010	✓
Project Team workshop is held	March 2011	✓
Emergency Management Policy is approved by Council	May 2011	✓
Strategic Emergency Management Framework for consultation	May 2011	✓
Strategic Emergency Management Framework (including Crisis Communication Plan objectives and protocols) and Implementation Action Plan are approved by SLT	August 2011	✓

### Project contacts

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