



NORTHEAST
MISSISSIPPI COMMUNITY COLLEGE

Emergency Response Plan

REVISED August 2024

Campus Police: 662-720-6687

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INTRODUCTION

In the event of an emergency situation or disaster, Northeast Mississippi Community College is committed to protecting the lives and safety of students, faculty and staff and minimizing the loss of property. In order to do so, the College must be prepared to cope with general emergencies, natural and man-made disasters. The following emergency plan has been prepared to help avoid or minimize the loss of lives and property during emergencies as well as provide a basis for carrying on campus operations. Approved by the President, this plan assigns authority and responsibilities for college staff in emergency situations and is a guide for such officials in responding to emergencies.

The master plan is designed to be used to respond to various emergencies or disasters that could occur on any of our campuses. The plan begins with a description of the composition and duties of the Emergency Response Team on each campus. The plan then describes general responses and priorities to possible emergencies or disasters that could occur followed by protocols for dealing with specific situations (tornadoes, winter weather events, etc.)

Individuals with system-wide responsibilities will receive a copy of the master plan. Copies of the plan will be distributed campus-wide. Administrators, faculty, and staff will receive instruction and training through professional and staff development activities. Students will be informed by instructors and copies will be placed in college libraries and offices in each building.

This plan will be evaluated and updated on a regular basis. All members of the College community are encouraged to familiarize themselves with emergency procedures and to be ready to protect themselves and others in an emergency or disaster situation. Suggestions regarding revision, addition, or deletion of any procedure or procedures listed herein are welcomed.

Suggestions and questions regarding this plan should be directed to Mr. Ray Scott in the Vice President of Student Services Office at 662-720-7235, or jrscott@nemcc.edu.

EMERGENCY RESPONSE PLAN - ALL CAMPUSES

The President of the College, as Chief Executive Officer, has primary responsibility for all college programs and operations. The President makes all final decisions regarding both the long- and short-term response of the College to emergencies. The President, through this emergency plan, allocates responsibility for specific responses to emergencies and keeps the Board of Trustees informed of preparations, disaster affects, and progress of emergency procedures. The President or designee decides when the College should be closed.

The plan is designed for an organized response to emergencies, which may occur on any of the College's five campuses, which include Booneville, Gayle Davis Hall, Northeast at Corinth, Northeast at Ripley, and Northeast at New Albany. The campuses are in close proximity to one another. Responsibilities, functions, procedures and tasks outlined in the plan will apply to all campuses; however, individual differences will be clearly noted throughout the plan. Based on the nature and magnitude of an emergency, the President or his designee and/or the Response Team will pull from the overall plan to formulate and manage the response.

RESPONSE TEAM: EMERGENCY ALERT LIST- See Appendix A

President
*Chief of Campus Police/Security
Vice President of Students
Vice President of Instruction
Vice President of Finance and Operations
Director of Northeast at Corinth
Director of Northeast at New Albany
Director of Northeast at Ripley
Associate Vice President of Health Sciences
Director of Maintenance
Vice President of Public Information and Public Relations
Representatives from Booneville Police Department and Prentiss County Sheriff's Department

Depending on the emergency, the Response Team may include any or all of the above. Based on initial and continuing evaluations, the Response Team will provide overall direction and management for the response to the emergency.

*Campus Police refers to Booneville Campus and Security refers to Northeast at Corinth, Northeast at New Albany and Northeast at Ripley.

☐ **RESPONSE TASKS AND GUIDELINES**

Initial tasks will include determining the level of emergency, identifying a central base of operations, staff needs, internal and external communications, security and control, human needs, facilities and priorities.

☐ **EMERGENCY OPERATIONS CENTER: VP of Instruction**

The Alumni Conference Room on the second floor of Ramsey Hall is the primary Emergency Operations Center for any and all campuses. The Campus Police Office located in the Haney Union on the Booneville Campus is the secondary Emergency Operations Center for any or all campuses. In the event of an emergency or disaster situation, emergency response shall be coordinated from that Center. Should this building be unusable, another building will be designated or a mobile unit or designated area will be placed into operation. All staff associated with emergency response should report to the Center for direction or information. All inquiries, information regarding possible injuries, damage, etc. should be directed to the Center.

☐ **STAFF NEEDS: Human Resources**

Members of the following campus staffs should consider themselves on duty and report to their workstation or the Emergency Operations Center whenever a major emergency occurs. Whenever the campus is closed (such as during a winter weather event) they should plan to report to work for scheduled shifts unless: (a) departmental storm/emergency plans indicate they are personally not needed or (b) they are released by their supervisor.

Essential Staffs:

1. Maintenance
2. Food Service
3. Campus Police/Security
4. Residence Supervisors
5. Building Supervisors
6. Human Resources

☐ **FOOD AND SHELTER: Vice President of Student Services**

1. Supervise any emergency response by residence staff.
2. Provide shelter for those students in need.
3. Work with Food Service Manager to provide for conservation, allocation and distribution of food and water to students and workers.
4. In the event the residence halls are closed, supervise closure and record travel destinations of students.
5. Respond to missing persons inquiries utilizing hall rosters and any travel

- records recorded during closure.
6. Assist in damage assessments.
 7. Coordinate flow of information to campus residents.

□ **SECURITY, TRAFFIC, CROWD CONTROL:** Campus Police/Security

1. Coordinate "first response" to any emergency - protect life and property when imminent threat is at hand.
2. Maintain patrols of the campus to protect lives and property.
3. Direct evacuations as needed.
4. Maintain traffic and parking control.
5. Serve as on-going liaison with community law enforcement agencies.
6. Coordinate requests for ambulances and other emergency medical treatment.
7. Establish a fire watch in the event of electrical failure.

□ **FACILITY MATTERS:** President

1. Direct personnel in damage assessment.
2. Direct repair of physical facilities, systems and machinery.
3. Work with utility representatives in restoring, operating, and maintaining water, gas, and electric systems.
4. Allocate employees for emergency work and repairs, coordinate volunteers.
5. Furnish emergency supplies and equipment.
6. Coordinate usage of college vehicles as necessary.

□ **PUBLIC INFORMATION:** Vice President of Public Information

1. Process and disseminate public information and official instructions.
2. Provide information and public relations advice to President and emergency responders.
3. Serve as official College Spokesperson.

□ **BUILDING SUPERVISORS:** Appendix B

Building Supervisors are members of the faculty or staff responsible for the operation of a particular building on the campus. In an emergency, Building Supervisors are responsible for supervising all individuals in their buildings and directing emergency responsibilities as described in this plan (activating warning systems, monitoring weather alert radios, evacuation, closure, initial damage assessment, etc.). In the event of a major emergency, the Building Supervisor should, as soon as practicable, report to the Emergency Operations Center or send a runner for information and direction.

□ RESOURCE PERSONNEL: Appendix C

Various members of the faculty and staff can serve as resource persons in emergencies. They may be called upon to counsel traumatized individuals, provide medical assistance or engineering advice, restore communications or computers, etc.

A number of building supervisors and others are trained Campus Emergency Response Team (CERT) members. In emergencies, these individuals will wear identifiable hats or vests and will be able to provide specialized assistance as early responders.

□ COMMUNICATIONS – INTERNAL: Chief of Police coordinates internal communication

Each building on campus has radio communication during an emergency with designated building representatives.

Tiger Alert will be activated.

Tiger Alert - Emergency Notifications

Northeast Mississippi Community College uses a rapid alert and notification system called Tiger Alert. Tiger Alert will provide students, faculty, and staff members with an advanced rapid communication solution to be used by the College during emergency situations.

The Tiger Alert system shall be used to notify students and employees of weather related events and other emergencies that may occur on campus. Tiger Alert allows Northeast to reach all members of the college community, whether on campus or not, within moments of an alert being sent. Tiger Alert keeps constituents informed of important decisions and safety procedures in the event of an emergency on campus.

Students should sign up for the Tiger Alert system. Tiger Alert messages will be sent via text messages, cell phone calls, landline calls, and email. Additional information on the Tiger Alert system may be obtained from the Chief of Campus Law Enforcement in the Haney Union Building or the Vice President of Student Services in Ramsey Hall.

□ **PRIORITY EMERGENCY TASKS**

In any emergency, general tasks must be performed or considered by all responders. The following is a prioritized list that applies in any emergency.

FIRST PRIORITY

1. Determine nature and severity of situation.
2. Shutdown dangerous utilities.
3. Activate Tiger Alert System
4. Notify alert list.
5. Open Emergency Operations Center. Restore power and telephone service to EOC if necessary.
6. Establish communications.
7. Provide medical aid.
8. Apply fire suppression.
9. Initiate search and rescue.
10. Control any hazardous substances.

SECOND PRIORITY

1. Survey facilities and utilities and recertify for use as appropriate.
2. Notify local Emergency Management of any suspension or curtailment of activities.
3. Announce to media any suspension or curtailment of activities.
4. Provide shelter for campus residents.
5. Provide food and drinking water to students and workers.
6. Provide sanitary sewer system.
7. Disseminate accurate information to the campus.
8. Control criminal activity.
9. Provide psychological assistance to trauma victims.
10. Establish fire watch as needed.

PRIORITY THREE

1. Survey valuable materials and equipment for damage.
2. Maintain integrity of records, documents and data.
3. Survey academic program needs as applicable.
4. Determine and consider financial, legal and liability concerns.
5. Acquire necessary supplies and equipment from community sources.
6. Resume full or partial academic and work schedules.
7. Notify media and community agencies of resumption of activities.

☐ ASSEMBLY AREAS: Appendix D

BOONEVILLE CAMPUS

NORTHEAST AT CORINTH

NORTHEAST AT NEW ALBANY

NORTHEAST AT RIPLEY

EMERGENCY CLOSING PROCEDURES

General Information

In the event of an emergency adversely affecting college operations, the health, wellbeing, or safety of students, faculty, and staff of the college, the President or the President's designee may suspend the operation of any or all units of the institution. Emergency situations include, but are not limited to: severe weather conditions, natural disasters, fire or related hazards, and mechanical or equipment failure.

Essential Personnel

Each Vice President will recommend to the President those operations and/or employees within the organization necessary to provide essential services during a closure.

Notification of essential employees will be made by the Vice Presidents or their designees. If the emergency occurs outside working hours, essential employees will be contacted by telephone.

Media

The Vice President for Public Information will maintain a current list of contacts at local radio and television stations, which will include phone, fax, and e-mail information. The Vice President for Public Information will use this list to notify the media of closure.

Decision to Close

The President, and VPs of Instruction and Student Services, and Vice President of Finance and Operations in consultation with the President will determine when to close the College due to an emergency.

Closure During Operating Hours

1. Any decision to suspend operations during normal operating hours will be communicated by the President to the VPs of Instruction and Student Services, the Vice President of Finance and Operations, and the Vice President of Workforce for all persons within their units.
2. The President will notify the Vice President for Public

- Information who will notify radio and TV stations.
3. Tiger Alert will be activated.

Closure After Operating Hours

When an emergency threatens or occurs after normal operating hours, the following procedures will be implemented to determine closing for the next day of operation.

1. By 5:00 a.m., the President will consult with the VPs of Instruction and Student Services, the Vice President of Finance and Operations, the Vice President of Workforce, Campus Police/Security, to determine if conditions justify closure.
2. By 5:15 a.m., the Vice President of Student Services will contact the President to consider the conditions relative to closure.
3. By 5:30 a.m., the President will contact the Vice President of Public Information who will contact radio and TV stations with the decision regarding closure. Additionally, the information will be communicated through the College's phone system, e-mail and Tiger Alert System.

EMERGENCY EVACUATION PROCEDURES

In the event of an emergency, which affects the entire college, a campus-wide emergency evacuation will be ordered. If the campus evacuation occurs during the school day, the Northeast personnel listed in the Campus Evacuation Plan (Appendix E) will assist with the evacuation of the campus. If the campus evacuation occurs after normal daytime hours, it will be coordinated by campus security.

SPECIFIC PROTOCOLS

Different types of emergencies and disasters need responses tailored to those specific circumstances. Protocols for various types of emergencies are described in the following sections.

FIRE

When a fire is detected in a building, the following actions should be taken:

1. Activate the fire evacuation plan for that building by pulling the nearest fire alarm or sounding the evacuation signal, notifying building supervisor/instructor, or campus police/security.
2. **TELEPHONE THE FIRE DEPARTMENT AT 9-911 AND REPORT FIRE AT:**

Northeast Mississippi Community College

- Booneville Campus in Building/Hall _____ Room _____
- Northeast at Corinth in Building/Hall _____ Room _____
- Northeast at New Albany in Building/Hall _____ Room _____
- Northeast at Ripley

3. Call/notify Campus Police/Security at:
 - Booneville Campus (662) 720-7160 or cell (662) 720-6687
 - Northeast at Corinth (662) 696-2312
 - Northeast at New Albany (662) 692-1508
 - Northeast at Ripley (662) 502-6200
4. The Building Supervisor should direct all individuals to the pre-designated assembly area or keep all individuals a safe distance from the building. Tiger Alert should be activated at this time.
5. Campus Police/Security should escort the Fire Department to the building if requested and keep all roads and pathways open. Campus Police should notify appropriate officials.
6. Upon arrival of the Fire Department, they will assume command of the area. Police, Maintenance Staff and others should assist Fire Department as needed.
8. If needed, a shelter will be opened for affected individuals.
9. An "*all clear*" can only be issued by the Fire Department.

EARTHQUAKE

Ground movement in an earthquake is seldom the direct cause of injury or death. Most casualties result from falling materials. Earthquakes also disrupt utility lines, creating additional hazards. If an earthquake occurs:

DURING THE SHAKING

IF IN A BUILDING:

- A. **DUCK** down to the floor;
- B. **COVER** yourself under a piece of heavy furniture such as a desk;
- C. **HOLD** on to the furniture until the shaking has stopped.

IF OUTSIDE:

- A. **STAY IN THE OPEN**, away from buildings and utility wires.

AFTER THE SHAKING HAS STOPPED

1. After a significant quake has occurred (prolonged shaking, household items disturbed, utilities disrupted) building supervisors should evacuate their buildings. Buildings should not be reentered until inspected by trained personnel and certified as safe.
2. The Emergency Operations Center should be activated. If the Emergency Operations Center has been damaged, an outside command post should be established in the commons area (green space) in front of Ramsey Hall. Medical care requests and building inspections should be organized from that post. Immediate relief activities should be prioritized in following manner:
 - a. Emergency medical care for injured;
 - b. Cut-off of gas and electric lines (in the event of disruption);
 - c. Excavate collapsed buildings which may contain trapped victims;
 - d. Safety inspections of all buildings.
 - e. House and feed remaining students and staff on the campus;
 - f. Restoration of utilities.
3. Aftershocks, some as strong as the original quake, may occur for months afterward.
4. If severe damage has occurred to multiple campus buildings, the campus should be closed and students evacuated as soon as practical.
5. County emergency management agencies should be updated on a regular basis regarding the state of operations on the campus

TORNADO/SEVERE WEATHER

Northeast Mississippi is vulnerable to tornadoes and other types of severe weather. Severe weather situations can both build over time and can also occur with very little warning.

The National Weather Service forecasts levels of risk of severe weather and issues advisories as much as a day or more in advance regarding the outlook for a designated area (a geographic area roughly the size of Oklahoma). The four levels of risk and the campus response to each is as follows:

1. **General Thunderstorms** – means that non-severe thunderstorms are possible in the area. No action need be taken or alerts issued unless a formal watch or warning is issued.
2. **Slight Risk of Severe Weather** – means that well organized moderately severe thunderstorms are expected in the area but in small numbers.
3. **Moderate Risk of Severe Weather** – means that a greater concentration of severe thunderstorms is expected, with a greater magnitude of severe weather (tornadoes, numerous wind events, hail). In the event a moderate risk is issued, the following precautionary steps should be taken:
 - a. Tiger Alert will be activated to advise of the current weather situation.
 - b. An advisory will be emailed to all building supervisors by the Chief of Campus Police/Security.
 - c. A building supervisor or designated alternate must be present in the building at all times when operations are on-going in the building. Supervisors of buildings that have special populations (i.e. Child Care) should advise responsible faculty or staff to monitor weather conditions.
 - d. Supervisors of any outdoor activities or official trips should consult the Vice President of Student Services for updates of any threatening weather developments before commencing such activities.
4. **High Risk of Severe Weather** – means that a major severe weather outbreak will most likely occur, with broad coverage of severe weather and enhanced likelihood of extreme severe weather events such as violent tornadoes and convective wind events. Within a high risk area tornadoes can be expected in addition to large-scale wind events, including destructive straight-line winds. In the event of high risk

severe weather, the following precautionary steps should be taken:

- a. An advisory will be emailed to all building supervisors by the Chief of Campus Police/Security.
- b. A building supervisor or designated alternate must be present in the building at all times when operations are on going in the building. Supervisors of buildings that have special populations (i.e. Child Care) or are of a more vulnerable construction type should advise on-site faculty or staff to monitor weather conditions and be prepared to evacuate to stronger buildings or activate take-shelter actions on short notice.
- c. Supervisors of any outdoor activities or official trips should consult the V.P. of Student Services for updates of any threatening weather developments. Non-essential outdoor activities or trips should be discouraged. Should outdoor activities go forth, supervisors should remain in constant touch with Campus Police/Security and an evacuation plan should be made and reviewed in the event severe weather appears likely.
- d. Campus Police/Security should monitor media coverage and communicate appropriate members of the Response team. School Administration will consider decisions about possibly discontinuing operations or cancelling classes.
- e. Tiger Alert Notification implemented.

NATIONAL WEATHER SERVICE WATCHES AND WARNINGS

Northeast Mississippi Community College campuses are equipped with weather radios as well as televisions and on-line weather reports and updates. Campus Police/Security and designated administrators monitor National Weather Service reports and communicate the following to building supervisors. National Weather Service bulletins are forwarded to faculty, staff, and students using Tiger Alert Notification System.

- ☐ **SEVERE THUNDERSTORM WATCH** - means that conditions are favorable for the development of severe thunderstorms. These thunderstorms can contain dangerous winds and lightning, heavy rain and hail. Tornadoes can develop from these thunderstorms. *A building supervisor or alternate should be present in the building at all times in case of further development.*
- ☐ **TORNADO WATCH** - A tornado watch means that conditions are favorable for the formation of tornadoes. *A building supervisor or alternate should be present in the building at all times. Essential emergency supplies such as flashlights, warning horns, etc. should be checked.*

- **SEVERE THUNDERSTORM WARNING** - means that a severe thunderstorm will likely occur. *Outdoor activities such as sporting events should be immediately discontinued. Persons should take cover indoors and stay away from windows.*

- **TORNADO WARNING** - A tornado warning means that a tornado is in or moving towards the area. The tornado siren will sound. *Take-cover procedures for each building should be followed as applicable. In general, the following steps should always be taken:*
 1. Upon receipt of a warning, persons on an upper floor should move to the lowest floor of a building. Go to a center stairwell, hallway or a room without windows. Take cover by getting underneath a sturdy object. If outside, get into a permanent building. If this not possible, get into a depression or ditch and lie flat on the ground.
 2. Wait for the warning to expire or for sirens to stop sounding.

In the event a tornado damages a campus or utilities are disrupted, the following steps should be taken:

- a. Medical aid should be tendered to any injured.
- b. The Emergency Response team and/or the Emergency Operations Center should be activated.
- c. Damaged buildings should be closed. If shelter is needed for building inhabitants, a suitable and safe shelter will be identified and made available
- d. Depending upon the extent of damage, the President or his designee should determine whether or not the institution should be closed.

BOMB THREATS

The majority of all bomb threats are hoaxes. However, there is always a chance that a threat may be authentic. It is extremely important, in the event of telephoned threats, to take calm and reasonable action when a bomb threat is received. Observe the following procedures:

1. The person receiving the call should keep the caller on the line. (See ATF Bomb Threat Checklist on page 17).
2. Immediately after the call, the person receiving it should jot down notes on the above data. Campus Police/Security should then be called and a report made to them.
3. Campus Police/Security will notify the Fire and/or Sheriff's Departments via a 911 call.
4. The Campus Police/Security will respond to the scene and notify the administrator in charge of the area and the Building Supervisor of the details.
5. The Campus Police/Security will confer privately with the administrator and building supervisor, the City Fire and/or Police Chief and provide them with information regarding the threat. After analyzing the specificity of the threat and the circumstances, the Building Supervisor or senior administrator may order an evacuation.
6. If an evacuation is ordered, everyone must evacuate except staff assisting fire and police personnel, and no one may re-enter the area until authorities release the area to normal use. Students and faculty should evacuate to an assembly point a sufficient distance from the building or to a designated shelter
7. Staff members who are knowledgeable regarding what does or does not belong in or near the building may volunteer to assist police and fire officials in the search.
8. Staff should call attention to unidentified objects, but should never handle or move them. This is strictly the responsibility of police and fire officials.
9. If an explosive device is located, or there appears to be imminent danger, the Campus Police/Security will order a general campus take-cover; notify the alert list and any community emergency management agencies not yet on the scene. Appropriate evacuation or take-cover procedures should be implemented in any area at risk.
10. No one may re-enter the area until it has been declared safe to enter.

ATF BOMB THREAT CHECKLIST

Exact wording of caller

Ask the caller the following questions:

When will the bomb explode? _____

Where is the bomb now? _____

What does the bomb look like? _____

What kind of bomb is it? _____

What will detonate the bomb? _____

Did you place the bomb? Why? _____

What is your name? _____

Date: _____ Time: _____ Sex of caller: M / F

Age: _____

Describe the caller's voice (circle any that apply):

calm	lisp	deep	soft	angry
crying	slow	loud	excited	normal
raspy	distinct	nasal	stutter	crackling
laughing	slurred	accented	ragged	deep breathing

dialect _____ other: _____

Was the voice familiar to you? Y / N Like
whom? _____

Describe the threat language and background sounds (circle any that apply):

well spoken	long distance	clear	music	office
local	factory	motor	house	static
voice	animals			

other: _____

EXPLOSIONS/TRANSPORTATION ACCIDENTS

In the event of an explosion on campus, students and staff should take protective positions under desks or tables, with backs to windows. If an explosion occurs within a building or threatens the building, students and staff should observe the following procedures:

1. Evacuate the building and move to assembly areas.
2. Call Campus Police/Security at 662-720-6687 and inform them of the explosion. If Campus Police/Security cannot be reached, call the Fire Department directly at 9-911.
3. Staff should assess response needed: evacuation, medical care needed, etc.
4. Local emergency management agencies and Physical Plant should be notified regarding possible utility breaks, etc.
5. Students and staff may not return to the area until the authorities declare it safe to return.

Major highways and railways are located close to the campuses. Major accidents could cause chemical spills, toxic clouds, fires, etc. that will require special operations. In the event of such an accident, the following procedures should be followed:

1. If the accident is on the campus, Campus Police/Security should be notified immediately. They should notify appropriate community agencies (ambulance, fire, etc.) and render any emergency assistance possible. Campus Police/Security have access to a national directory of hazardous materials – symbol meanings, emergency response numbers, toxicity, etc.
2. If a major accident occurs near the campus, upon receipt of official information Campus Police/Security should notify the campus administration who should implement action as follows:
 - a. Evaluate the level of risk to the campus based on official information and determine emergency steps that should be taken. These could include:
 - Partial or complete evacuation of the campus;
 - Order students and staff in particular buildings to take cover;
 - Cancellation of outdoor activities.
3. In the event of a toxic cloud, individuals should be instructed to remain in buildings. If possible, air handlers should be cut-off. Individuals should remain inside until an all-clear is sounded.

EPIDEMICS

With a large and diverse student population, it is possible that contagious diseases can pass quickly through the campus population. Should information be received that a number of students and faculty are contracting a particular disease, the V.P. of Student Services shall:

1. Collect information from faculty and staff regarding the symptoms being experienced and the number of individuals affected.
2. Contact the county or State Health Department, report findings, and receive advice regarding appropriate responses.
3. Distribute information quickly to the college community about the disease, its effects and accurate information regarding self care and preventative measures.
4. Should individual students experience severe symptoms, their families shall be contacted and they will be asked to go home (if possible) for treatment by family physicians. If necessary, students may be transported by ambulance to the nearest hospital for care.
5. Should the Health Department recommend a temporary curtailment of activities, the V.P. of Student Services shall relay that advice to the President for a decision regarding cancellation of classes or postponement of particular activities.

The World Health Organization, federal and state governments believe that the possibility of a worldwide influenza epidemic is now greater than at any time since 1968. Should a pandemic appear likely, the following general steps would be taken:

1. In the event that the World Health Organization raises the global influenza alert level to level four or five, an immediate “blast” program of public education about universal health precautions, effective sanitation, recognition of symptoms, self-care, etc., will be activated. This will include educational materials posted in all restrooms, delivered to all residence rooms, etc.
2. College administrators will work closely with local and state officials to respond in the event the pandemic reaches Mississippi. Such actions would include curtailment of non-essential public gatherings, distribution of more specific or detailed information about self-protection and symptoms, and activating a continuity of operations plan in case the all college activities must be suspended for a period of time. Such a decision will be made in conjunction with advisories from the state government.

WINTER WEATHER

Should winter weather be forecast, weather radios and news outlets should be regularly monitored regarding developing weather conditions. The following types of weather alerts may be issued:

WINTER WEATHER ADVISORY- Issued when ice and/or snow is expected that may hinder traffic or severe cold or wind chill is expected. *Upon issuance of an advisory regarding snow or ice, the Facilities and Maintenance Staff shall check emergency equipment.*

WINTER STORM WATCH - Issued when there is a threat of severe winter weather in our area. *The Facilities and Maintenance Staff should check emergency equipment. Campus Police/Security should check other emergency supplies.*

WINTER STORM WARNING - Means that severe winter weather is expected.

In the event of an actual winter storm, the following steps should occur:

1. Refer to Emergency Closing Procedures on page 8 – 9.
2. Maintenance Staff should activate any snow/ice removal preparations. Essential staff (Maintenance, Campus Police/Security, Residence Hall staff) will report to work for shifts as instructed by their supervisors.
3. Campus Police/Security will monitor conditions on campus. They will communicate regularly with appropriate staff regarding conditions. Buildings should be monitored.
4. Should travel become impossible between residence halls, food will be delivered in the best way possible to halls by Campus Police/Security or as directed by Campus Police/Security.
5. Should utilities be disrupted for any measurable period, the residence halls should be closed and the Haney Union or other appropriate facility be opened as a shelter.
6. When travel is possible, staff will decide when residence hall students will be sent home.

WEAPONS OF MASS DESTRUCTION

The specter of weapons of mass destruction has once again returned to everyday life. Attacks on our country and community could include radiological, biological or chemical attacks. Northeast Mississippi Community College has been integrated into the State of Mississippi's homeland security efforts. In the event of an actual or impending attack, both general and specific information needed to protect the campus community would be transmitted from the Mississippi Emergency Management Agency to county and then campus officials using established procedures and equipment. Campus officials would then disseminate information to faculty, staff and students. In the absence of specific information, the following general procedures in the event of an attack should be followed:

1. If a take-cover warning is issued, building supervisors will be informed via e-mail, telephone, runners, and/or campus tornado sirens. Go immediately to the nearest building. Initiate the same procedures as if a tornado was approaching --- go to an interior room or hallway, close windows and doors. talk to students about what is happening and try to keep everyone calm.
2. Emergency information will be broadcast by the National Weather Service over weather radios. Persons should also tune to local television or radio stations. If the power is out, college staff will get updates from county officials via radio, and relay information as best as possible.
3. Keep drinking water and non-perishable food in your office area in the event you have to remain indoors for a period of time.

Everyone's first instinct in the event of an emergency is to go home or seek out loved ones as soon as possible. But in the event of an attack, being stuck in traffic or out in the open air is the worst place to be. Take cover, get in a safe place, and find out what is happening before you attempt travel. A short delay might mean a much safer trip.

CIVIL DISTURBANCES

Some demonstrations develop over time, allowing time for assessment, control measures and negotiations with organizers. On other occasions, demonstrations can grow quickly and become volatile. The following procedures should be followed whenever a demonstration develops:

1. When demonstrations are first detected, Campus Police/Security observers should be assigned and college staff alerted via Tiger Alert.
2. If there are indications that a demonstration may pass the stage of peaceful assembly, impair campus operations, or have the potential to become an unlawful assembly the Campus Police/Security will notify the alert list. A determination should be made by the senior administrator present or Campus Police/Security regarding requesting assistance from the Sheriff's Department and/or City Police.
3. The senior administrator present may make a determination to end the demonstration. If law enforcement officers respond to the disturbance, a commanding officer (either the Sheriff or Campus Police/Security) shall be identified and officers should follow established law enforcement procedures. Direct communication between the commanding officer and the senior administrator should be maintained at all times.
4. After the disturbance has ended, follow-up measures should be considered:
 - a. temporary curtailment of activities - student activities, sporting events, classes, etc.;
 - b. a campus curfew;
 - c. expanded Police patrols;
 - d. conveying of accurate information to the campus regarding the incident.Tiger Alert should be used for this type of reporting.
4. Deciding when normal operations should resume should be made by the President with advice of appropriate campus officials.

Freedom of Speech Policy

Northeast Mississippi Community College will protect the rights of freedom of speech, expression, petition, and peaceful assembly as set forth in the U.S. Constitution.

Procedures

College property is not a place of unrestricted public access. Reasonable time, place, and manner restrictions will be enforced. However, the enforcement will not depend, in any way, on the subject matter involved in an expressive activity. All activities, whether by an individual or a group, must be registered with the Vice President of Student Services office 48 hours in advance in order to make adequate arrangements for safety and security and to insure the space desired is available. Registration should be completed at the Vice President of Student Services office located in Ramsey Hall.

Northeast Mississippi Community College provides forums for the expression of ideas and opinions, such as the following:

1. Traditional public forums include outside spaces such as the college's public streets, sidewalks, and similar common areas such as the fountain area in front of Ramsey Hall and the Alumni Pavilion located in front of the Eula Dees Memorial Library. These areas are generally available for expressive activity, planned or spontaneous, for the individual or groups at any time without the need for reservation or prior approval. Due to the presence of classroom buildings on Cunningham Boulevard, other public forums will be used during campus operating hours, while classes/testing are in session.
2. Designated public forums include other parts of the campus that may become temporarily available for expressive activity as designated by the college. Examples of designated forums include parking lots and practice/athletic fields. Recommended forums would be the band practice field on the east side of campus, the football field, and baseball/softball complex.
3. Non-public forums are areas that are not traditional public forums or designated public forums. These locations will be restricted to use for their intended purpose and are not available for public expressive activity. Examples include, but are not limited to, classrooms, residence hall rooms, faculty and staff offices, academic buildings, administration buildings, libraries, classroom and computer labs, and private residential housing on campus. Additionally, security considerations may affect the availability of spaces that would otherwise be available.

Guidelines:

1. Registered college clubs and/or organizations and college departments may display signs and banners at designated locations on campus. For information regarding these designated locations, contact the Vice President of Student Services' office located in Ramsey Hall.
2. Literature can be distributed in public forums. However, the party distributing the literature is responsible for cleaning up any discarded paper and restoring the campus to its previous condition. Literature may not be distributed in non-public forums.
3. No amplification equipment may be used, no audible disturbances that affect instruction or testing.
4. Use of campus land is on a temporary basis.
5. Flyers may be placed on open bulletin boards inside or outside college buildings.
6. No activity will be permitted that blocks access to college building, streets, sidewalks, or facilities.
7. All activities must occur between daybreak and dusk.
8. All people participating in activities are expected to provide a form of college issued or government issued identification upon request from a College official.
9. The following items are prohibited: weapons, flames, incendiary devices, animals, masks, disguises, protective gear, body armor, paint, permanent sidewalk chalk, painted sand, banners/signs attached to sticks of any kind.
10. No structures, temporary or permanent, can be erected on campus without written approval from the Vice President of Student Services. A college official must be present during the setup of structures.
11. Counter protests must be registered with the Vice President of Student Services and

may be schedule for a different public forum space.

INCIDENTS OF VIOLENCE

An individual or group of individuals may attempt to harm a member of the college community or commit acts of violence on the campus. Such incidents may be caused by students or employees or by persons unassociated with the institution. Should an incident of violence occur or appear likely to occur, procedures are as follows:

1. Campus Police/Security should be immediately contacted at Booneville Campus at 662-720-6687; Northeast at Corinth at (662) 696-2312; Northeast at New Albany at (662) 692-1508; Northeast at Ripley at (662) 502-6200 and report the incident. Campus Police/Security should respond immediately.
2. If the caller feels threatened and needs to report the incident in code, the CODE BLUE system should be used. Campus Police/Security should be called at the appropriate above number and request a BLUE pencil, or BLUE report, or BLUE cups of coffee and give the location to which such items should be brought. Campus Police/Security will respond on an emergency basis.
3. Campus Police/Security will activate TigerAlert as soon as practical and give instructions on lockdown procedures. Alert LEOs first in one group, then Tiger Alert to general population.
4. If back-up is needed, the Campus Police/Security will radio City Police and the Sheriff's Department.
5. If a weapon is seen or suggested, Campus Police/Security should be contacted immediately and informed that a weapon may be present.
6. Pre-arranged responses by campus and city officers will be implemented upon receipt of information regarding firearms.
7. Building Supervisors should warn faculty, staff and students to remain in classrooms and work areas. Doors should be locked if possible.
8. Upon a determination that individuals involved have been apprehended, staff will inform administration and building supervisors that normal operations may resume. Campus Police will give the all clear through Tiger Alert.

SUSPICIOUS PACKAGES OR SUBSTANCES

1. If an article, package, or letter arrives in a work area which concerns a student or employee, the individual should put down the package immediately and contact Campus Police/Security at Booneville Campus at 662-720-6687; Northeast at Corinth at (662) 696-2312; Northeast at Ripley at (662) 502-6200; and Northeast at New Albany at (662) 692-1508. Wait for the Police/Security to arrive. No one should leave the immediate area.
2. Campus Police/Security will contact the Fire Department. Fire personnel have equipment needed to respond and handle the item. Fire personnel will initiate appropriate activities.
3. A controlled evacuation of the building may occur. Individuals will be directed via Tiger Alert to a specific location for debriefing and possible medical follow-up.
4. The Campus Police/Security will contact the alert list.

ACTIVE SHOOTER INCIDENT

An active shooter incident might take place at any time or place. An active shooter is intent on killing as many people as possible in an enclosed area.

These incidents are very volatile and evolve quickly. Most of the incidents are very brief in duration usually only a few minutes.

The best course of action to take if you ever become aware of yourself in an active shooter incident is to either *Avoid, Deny, or Defend*.

Avoid, the situation if you can and get away from the area. Then, tell others to evaluate the area and prevent them from entering once you are safe. Finally, when you are safe, call 9-1-1 to report the incident.

Deny, if you cannot get away from the area. Lock and/or blockade the door in the room you hide in. Turn off your cell phone. Hide behind large objects such as file cabinets or desks. Turn off the lights and remain very quiet.

Defend, only as a last resort because you could not avoid or deny and thus, contact with the active shooter is unavoidable. Attempt to incapacitate the active shooter by throwing objects at him/her. For example, these objects include fire extinguishers, books, water bottles and other items that can be turned into projectiles.

Finally, when law enforcement personnel arrive, remain calm and follow instructions. You should keep your hands visible. Avoid yelling and pointing. Know that the injured are treated after the threat has been neutralized.

BEHAVIORAL DISTURBANCES/PSYCHOLOGICAL CRISES

Occasionally students have difficulty coping with the pressures of college life. It is important that College professionals reach out to students to offer intervention and assistance in this coping process. No categories of behavior (e.g., suicide attempts, episodes of acute anxiety, etc.) are necessarily seen as preventing the eventual, successful completion of a student's educational goals. Each student's behavior will be assessed and treated on the basis of its characteristics in relation to: the student's individual personality; the safety and well-being of the College community; and legal imperatives.

In the event that staff or faculty members deal with a student evidencing routine or basic behavioral problems, the staff or faculty member should intervene with the student. Routine problems may consist of a student appearing withdrawn or depressed, engaging in mild disruptive behavior, interpersonal problems with students or faculty/staff, etc. Staff or faculty should seek guidance if they are unsure as to the method of intervention. While it is recommended that these means of responding be utilized in the order that they appear below, individual case situations may warrant a staff member moving immediately to the next intervention level (example - a professional member could by-pass the confrontation/mediation and voluntary referred steps and move the referral to the V.P. of Student Services, if a violation of the Code of Student Conduct has been committed by the student).

Step 1: Confrontation/Mediation

Staff or faculty, if dealing with a student whose behavior causes concern, should inquire regarding the student's well-being or clarify for the student behavioral standards and expectations. Staff or faculty are encouraged to share concerns regarding student behavior with immediate supervisors as soon as possible.

Step 2: Voluntary referral to a helping service

When appropriate, staff or faculty will encourage students evidencing behavioral problems to voluntarily meet with a member of the Counseling Center to discuss their situation. Staff members will make appointments for students, if the students so request, in order to expedite a resolution to the situation.

Step 3: Referral to the College Disciplinary System

- a. When a student's behavior constitutes a violation of the Code of Student Conduct, a member of the College community may request that the V.P. of Student Services process discipline charges against the student.
- b. When a student fails to demonstrate responsibility by repeating or persisting in a violation of the Code of Student Conduct, the President or his/her designee may impose a temporary suspension. This interim action would be effective immediately and is designed to prohibit the presence of the student on campus until the student's case can be resolved in accordance with prescribed discipline procedures. A temporary suspension may be used in cases where the continued presence of the student on campus poses a threat to his or her well-being or to the rights and property of other members of the College community.

At any point in the helping process it may become important that a coordinated response be made to assist the student. When appropriate, the College's Counseling Center, will facilitate these coordinated responses and needed psychological assessments. The V.P. of Student Services will be informed and provide direction. Community and regional counseling services or agencies should be contacted for professional consultation, assistance and/or referral.

HOMELAND SECURITY ADVISORY RESPONSES

In March 2002 the federal government implemented the Homeland Security Advisory System to provide a comprehensive means to disseminate information regarding the risk of terrorist attacks. The system provides warnings in the form of graduated threat conditions related to the risk of terrorist acts. Such acts could include sabotage, hijackings, use of weapons of mass destruction, attacks on utilities or public works, etc.

Northeast Mississippi Community College will respond as follows for each threat condition:

ELEVATED

1. Review emergency plan and/or emergency brochure.
2. Advise personnel who handle mail to be vigilant and report any concerns or suspect items.
3. Be alert to suspicious activities.

INTERMEDIATE

1. Review emergency procedures.
2. Consult with County Emergency Management personnel regarding possible threats in campus area and request guidance regarding possible responses.
3. Check stocks of emergency equipment, particularly battery operated equipment.
4. Communicate with personnel as needed regarding the increased threat level and advise them to take appropriate actions.
5. Disseminate non-confidential threat updates from Emergency Management to personnel.
6. Be alert to suspicious activity and report to proper authorities.
7. Review emergency procedures in staff or faculty meetings.

IMMINENT

1. Contact County Emergency Management to determine if red alert applies to local area. Request guidance regarding responses to alert.
2. Review emergency plan and/or emergency procedures brochure.
3. Check stocks of emergency equipment, particularly battery operated equipment.
4. Communicate with students and personnel regarding the increased threat level and advise them to take appropriate actions.
5. Consider increased security at public events.

6. Based upon guidance from Emergency Management personnel, consider curtailing public events.
7. Implement new controls on campus access as needed.
8. Call together staff and faculty groups to review emergency procedures.
9. Be alert to suspicious activities.

Policy on Catastrophic Events and Continuity of Operations

Catastrophic Events and Continuity of Operations

Crisis and emergency management preparation is an essential function for Northeast Mississippi Community College. The college will mitigate the impact of crisis situations and operational disruptions on its campus community through implementing policies and procedures that provide for continuity of operations in cases of a catastrophic event.

Continuity of Operations

The college leverages highly available educational technologies such as the Learning Management System (Canvas) and other workspace collaboration tools, to minimize the likelihood of noticeable service interruption. Further, information security policies ensure that systems are protected from vulnerabilities, adequately secured, and backed up to prevent record destruction and/or data loss.

The college utilizes cloud backup services to store and protect our data. This includes an online managed backup service that provides the college with a system for the backup, storage, and recovery of computer files. Backups are performed on a daily, weekly, monthly, and yearly basis. This is a cost-effective, secure, and scalable backup solution that protects and stores college-wide data.

College backup and recovery procedures are tested and verified on an annual basis to ensure the processes work both in the backup and recovery steps and that our data is accessible and readily available in the event of an outage, systems failure, or natural disaster.

- Permanent Academic Records Interim Policy (below) provides guidance for ensuring the integrity, confidentiality, and security of all documents and records created, received or maintained in the course of university academic activity.
- Refund Policies in the catalog provide guidance for ensuring that financial refunds are processed timely and consistently and in accordance with NEMCC policy, and applicable federal, state and accreditation requirements. In the event that a catastrophic event occurs, the college maintains the authority to enact additional financial refunds to students that are deemed appropriate during such circumstances.
- The Emergency Response Plan provides detailed emergency instructions for NEMCC faculty, staff, students, and visitors to ensure safety and protection of property during fire, severe weather, loss of utilities, and other emergencies.

Program Discontinuances

In the unlikely event that NEMCC cannot deliver the instruction for which students have enrolled, the college commits to one or more of the following courses of action, depending on each individual student's needs:

- Providing a reasonable alternative for delivering instruction and/or services for which students have paid
- Providing reasonable financial refund for the education students did not receive
- Providing assistance for transferring earned credits to other institutions

NEMCC students will be notified by the college administration and then counseled about their options by their advisors. In accordance with institutional accreditation requirements, a teach-out plan will be submitted to the Southern Association of

Colleges and Schools Commission on Colleges (SACSCOC) prior to its implementation.

Permanent Academic Records

College policy states that all records are the property of the college and are neither personal property nor the property of a specific department. In addition, it is college policy that such records are maintained permanently in accordance with all applicable laws and regulations, to include the requirements of accrediting and other external agencies. In the event of discontinuance of university operation, the university will either contract with a third party servicer or make the records available to the Mississippi Community College Board to protect student records in compliance with all applicable law.

Permanent Academic Records

The following records are identified as permanent records of the college:

- Official student transcripts
- FERPA waivers for rights of access, and opt out of directory information
- Student grade data (official record of final course grade)
- Course syllabi
- Academic catalogs
- Enrollment statistics/reports
- Student biographical information, including date of birth, gender/sex, race-ethnicity
- College accreditation

APPENDIX A

Emergency Alert List

In the event of imminent danger to life or property, **call 911** first for fire or ambulance then contact Campus Police/Security as follows:

CAMPUS	TELEPHONE NUMBER
Booneville	(662) 720-6687 (office)
Northeast at Corinth	(662) 696-2312 (office)
Northeast at New Albany	(662) 692-1508 (office)
Northeast at Ripley	(662) 502-6200 (office)

Contact other key personnel as follows:

TITLE	NAME	CAMPUS PHONE	HOME PHONE
President	Ricky Ford	(662) 720-7226	(662) 210-0576 (cell)
Vice President Finance and Operations	Chris Murphy	(662) 720-7280	(662) 554-0999 (cell)
Vice President of Student Services	Ray Scott	(662) 720-7235	(662) 554-0998 (cell)
Vice President of Instruction	Michelle Baragona	(662) 720-7250	(662) 416-2224 (cell)
Vice President of Health Sciences	Jennifer Davis	(662) 720-7236	(662) 720-3876 (cell)
Director of Building and Grounds	Brandon Elliott	(662) 720-7270	(662) 720-6321 (cell)
Vice President of Public Info	Tony Finch	(662) 720-7304	(662) 231-7250 (cell)
Vice President of CTE and Workforce	Jason Mattox	(662) 720-7299	(662) 808-9511 (cell)
Vice President of Community Engagement	Ben Shappley	(662) 502-6201	(662) 416-9836 (cell)

In the event of an emergency at a center, contact as follows:

NORTHEAST AT CORINTH	CAMPUS PHONE	HOME PHONE
Bonnie Bell, Director	(662) 696-2303	(662) 587-6097 (cell)
NORTHEAST AT NEW ALBANY	CAMPUS PHONE	HOME PHONE
David Goode, Director	(662) 692-1508	(662) 507-1699 (cell)
NORTHEAST AT RIPLEY	CAMPUS PHONE	HOME PHONE
Ben Shappley, VP	(662) 502-6200	(662) 416-9836

APPENDIX B

Building Supervisors

Building supervisors are responsible for the supervision of the assigned facility. This involves functions assigned in the Emergency Response Plan as well as routine duties assigned by immediate supervisors. (Bold type denotes on-campus dialing.)

BOONEVILLE CAMPUS

Educational Building	Supervisor	Telephone
Anderson Hall	Justin Treloar	(662) 720- 7376
B. T. Moore Hall	Randy Mitchell	(662) 720- 7402
Childers Hall	Jennifer Davis	(662) 720- 7236
Dean Hall	Derek DeVaughn	(662) 720- 7404
Davis Hall	Josh Gahagan	(662) 720- 7397
Daws Hall	Andrea Mathis	(662) 720- 7338
Ramsey Hall	Ray Scott	(662) 720- 7235
Eula Dees Library	Ellice Yager	(662) 720- 7237
Gordon Hall	Jeff Melson	(662) 720- 7299
Hargett Hall	Jennifer Davis	(662) 720- 7236
Hines Hall	Ray Harris	(662) 720- 7359
Holliday Hall	Jason Mattox	(662) 720- 7327
McCoy Hall	Andrea Mathis	(662) 720- 7338
Patterson Hall	Robbie Coleman	(662) 720- 7335
Vocational Building #2	Joey Boren	(662) 720- 7203
Vocational Building #3	Russ Bullard	(662) 720- 7247
Vocational Building #4	Stevie Loveless	(662) 720- 7397

Administrative/General Use	Supervisor	Telephone
William Waller Technical Center	Christy Grissom	(662) 720- 7233
Wright Hall	Britney Whitley	(662) 720- 7342
Baptist Student Union	Nick Smith	(662) 728- 5409
Bonnor Arnold Coliseum	Cord Wright	(662) 720- 7241
Building and Grounds Building	Brandon Elliott	(662) 720- 7270
Burgess Activity Center	Robert Walker	(662) 720- 7286
Haney Union	Tony Finch	(662) 720- 7304
Seth Pounds Auditorium	Kim Harris	(662) 720- 7193
Cartwright Hall	Kim Harris	(662) 720- 7193
Transportation Maintenance Building	Mark Morelock	(662) 720- 7230

Residence Hall	Supervisor	Telephone
Mississippi Hall	Susan Childers	(662) 720- 7590
Murphy Hall	Malinda Williams	(662) 720- 7800
White Hall	Alfreda Shelley	(662) 720- 7600
Wood Hall	Graple Duncan	(662) 720- 7100
Yarber Hall	Kathryn Chaffin	(662) 720- 7700

APPENDIX C

Resource Personnel

Area of Expertise	Name	Phone
Campus Police/Security	Jason Jackson	(662) 720- 7576
Computer	Mark Nichols	(662) 720- 7254
Success Center	Britney Whitley	(662) 720- 7342
Food Services	Steve Miller Christy Grissom	(662) 720- 7501 (662) 720- 7233
Health Related	Jennifer Davis	(662) 720- 7236
Maintenance	Brandon Elliott	(662) 720- 7270

Bold type denotes on-campus dialing.

APPENDIX D

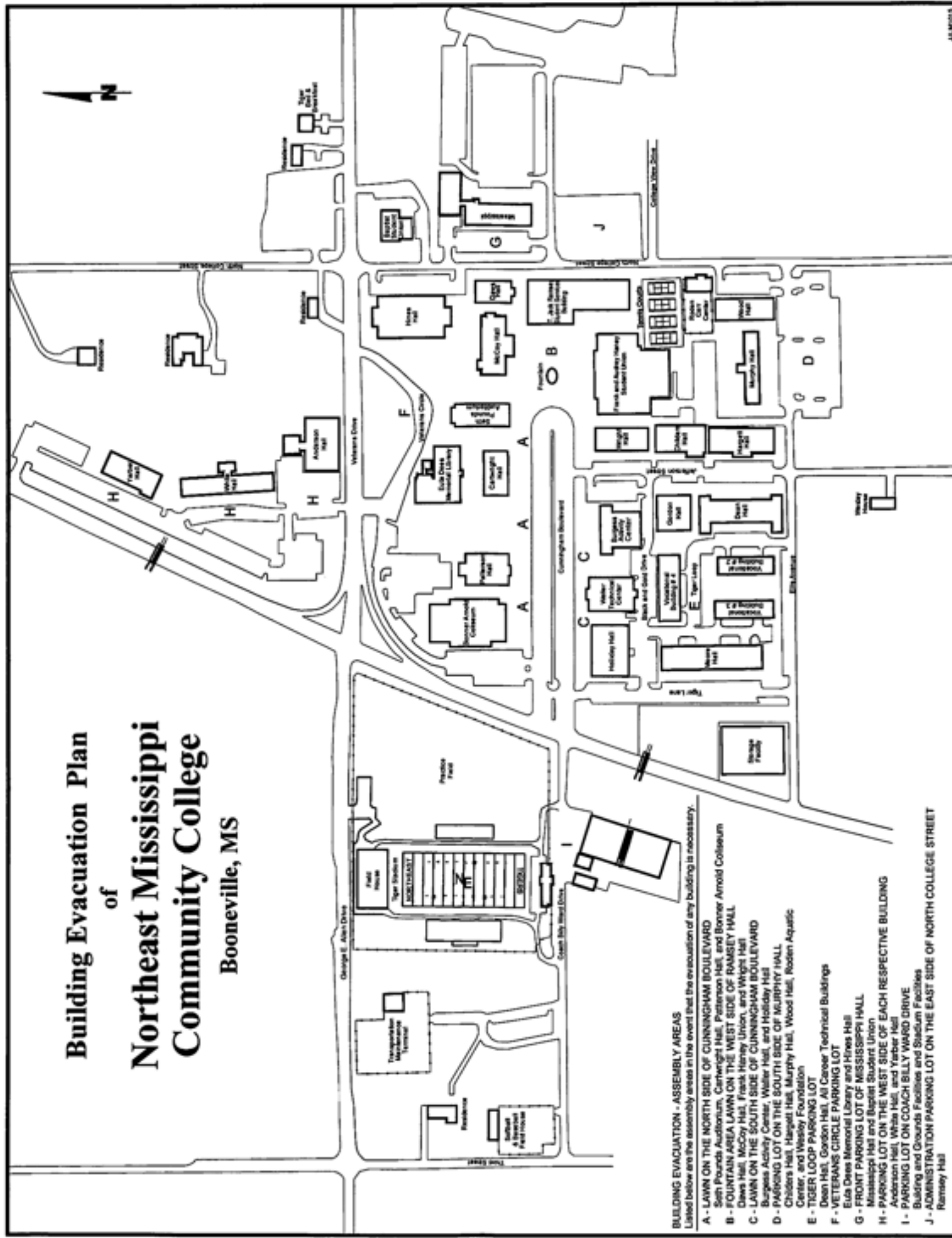
Evacuation Plan Assembly Areas

Should an evacuation of a building or buildings become necessary, inhabitants will report to the appropriate area as designated below. Building Supervisors will assemble evacuees by building and account for building occupants. Special emphasis, specifically those who cannot be accounted for, will be made and given to the Emergency Response Team.

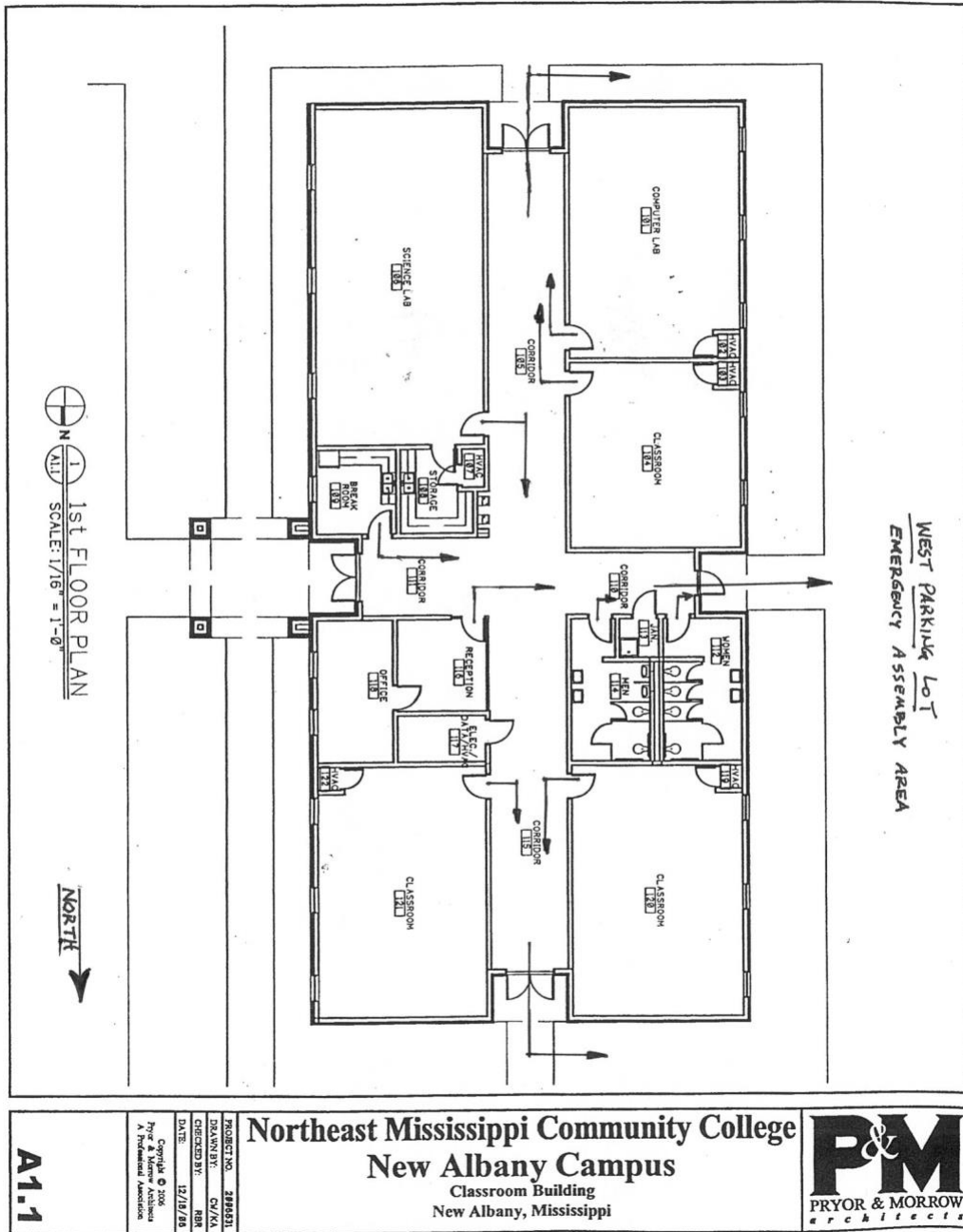
ASSEMBLY AREAS FOR EACH CAMPUS ARE AS FOLLOWS:

- ☐ Booneville Campus: See attached map p. 36
- ☐ Northeast at Corinth: Parking lot on west side of building (see attached map) p.37
- ☐ Northeast at New Albany: Parking lot on west side of building (see attached map) p.38 and 39
- ☐ Northeast at Ripley: Grass behind building (West side) p.40

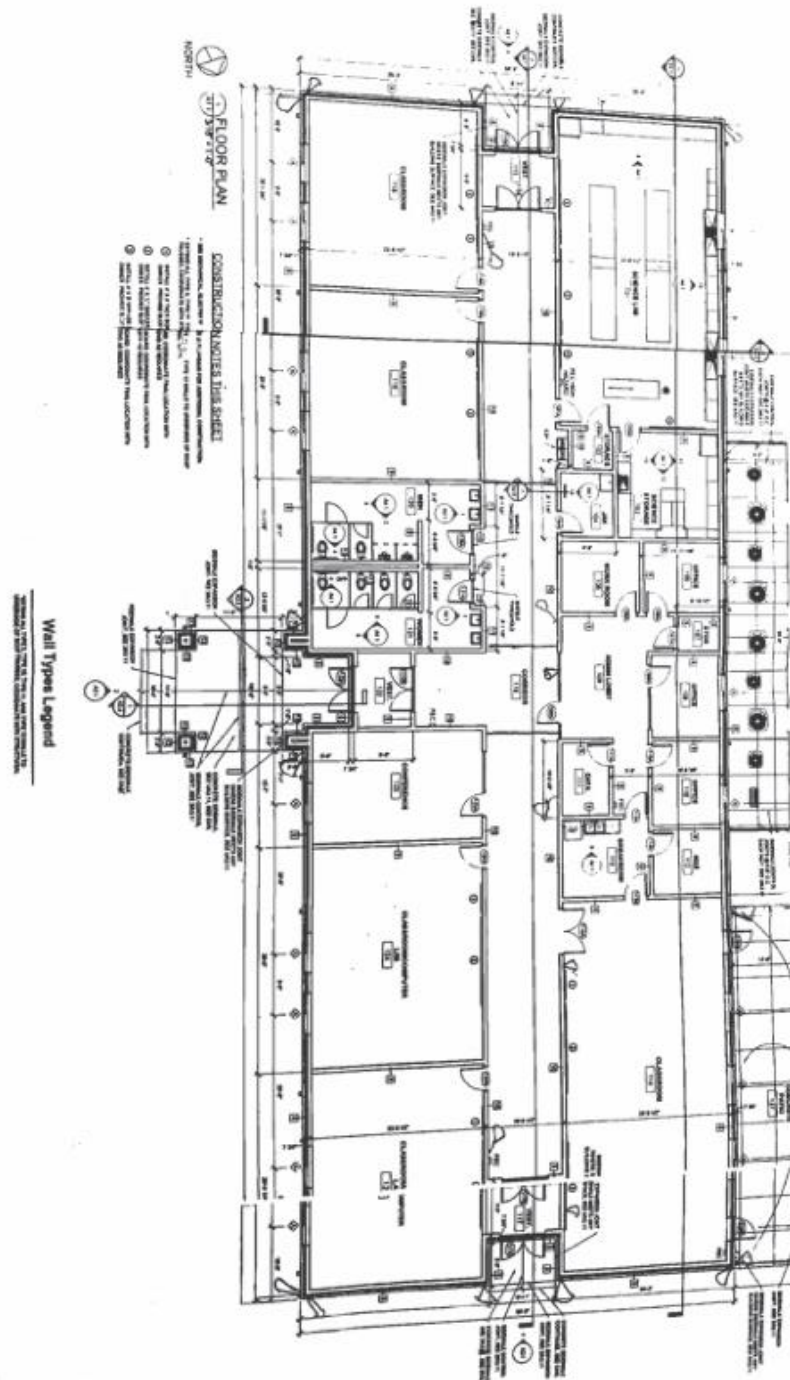
Building Evacuation Plan of Northeast Mississippi Community College Booneville, MS



- BUILDING EVACUATION - ASSEMBLY AREAS**
 Listed below are the assembly areas in the event that the evacuation of any building is necessary.
- A - LAWN ON THE NORTH SIDE OF CUNNINGHAM BOULEVARD
 - B - FOUNTAIN AREA LAWN ON THE WEST SIDE OF RAMSEY HALL
 - C - LAWN ON THE SOUTH SIDE OF CUNNINGHAM BOULEVARD
 - D - PARKING LOT ON THE SOUTH SIDE OF MURPHY HALL
 - E - TIGER LOOP PARKING LOT
 - F - VETERANS CIRCLE PARKING LOT
 - G - FRONT PARKING LOT OF MISSISSIPPI HALL
 - H - PARKING LOT ON THE WEST SIDE OF EACH RESPECTIVE BUILDING
 - I - PARKING LOT ON COACH BILLY WARD DRIVE
 - J - ADMINISTRATION PARKING LOT ON THE EAST SIDE OF NORTH COLLEGE STREET



Ripley



APPENDIX E

Campus Evacuation Plan

In the event that a campus evacuation is called for during the school day, the following Northeast personnel will assist in the evacuation and directing of traffic at the indicated locations. All building supervisors will ensure that their buildings are vacant. A campus evacuation which occurs after normal daytime hours will be coordinated by campus security.

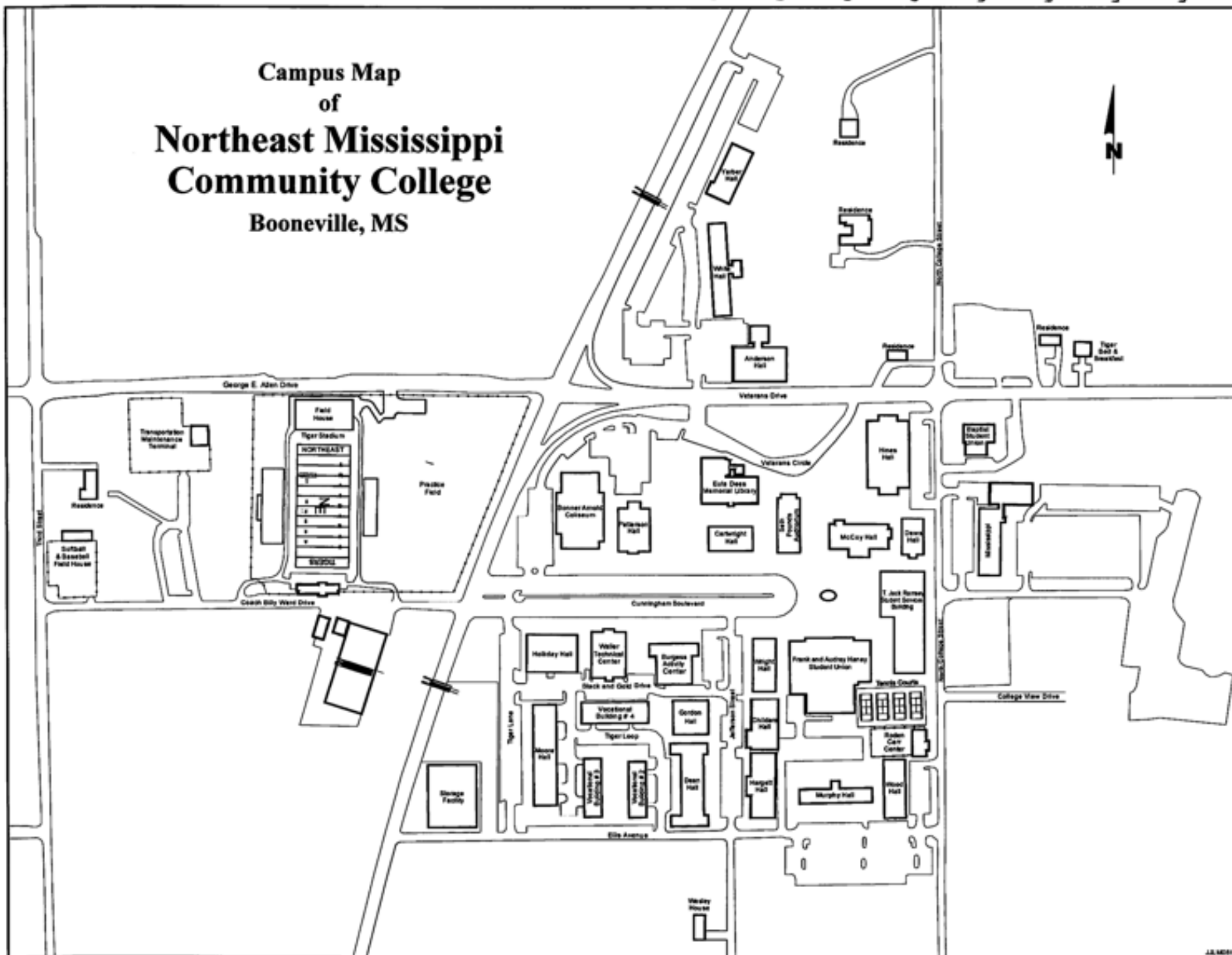
A – Campus police will block off the entrances to campus to prevent cars from entering campus during the evacuation process.

B – A designated Northeast police officer and Booneville Police Department personnel will direct traffic at the main entrance to the campus at the western end of Cunningham Boulevard.

C – A designated Northeast police officer will direct traffic at the intersection of Verteran's Drive and North College Street.

D – A designated Northeast police officer and Booneville Police Department personnel will direct traffic at the intersection of Veteran's Drive and U.S. Highway 145.

Campus Map of Northeast Mississippi Community College Booneville, MS





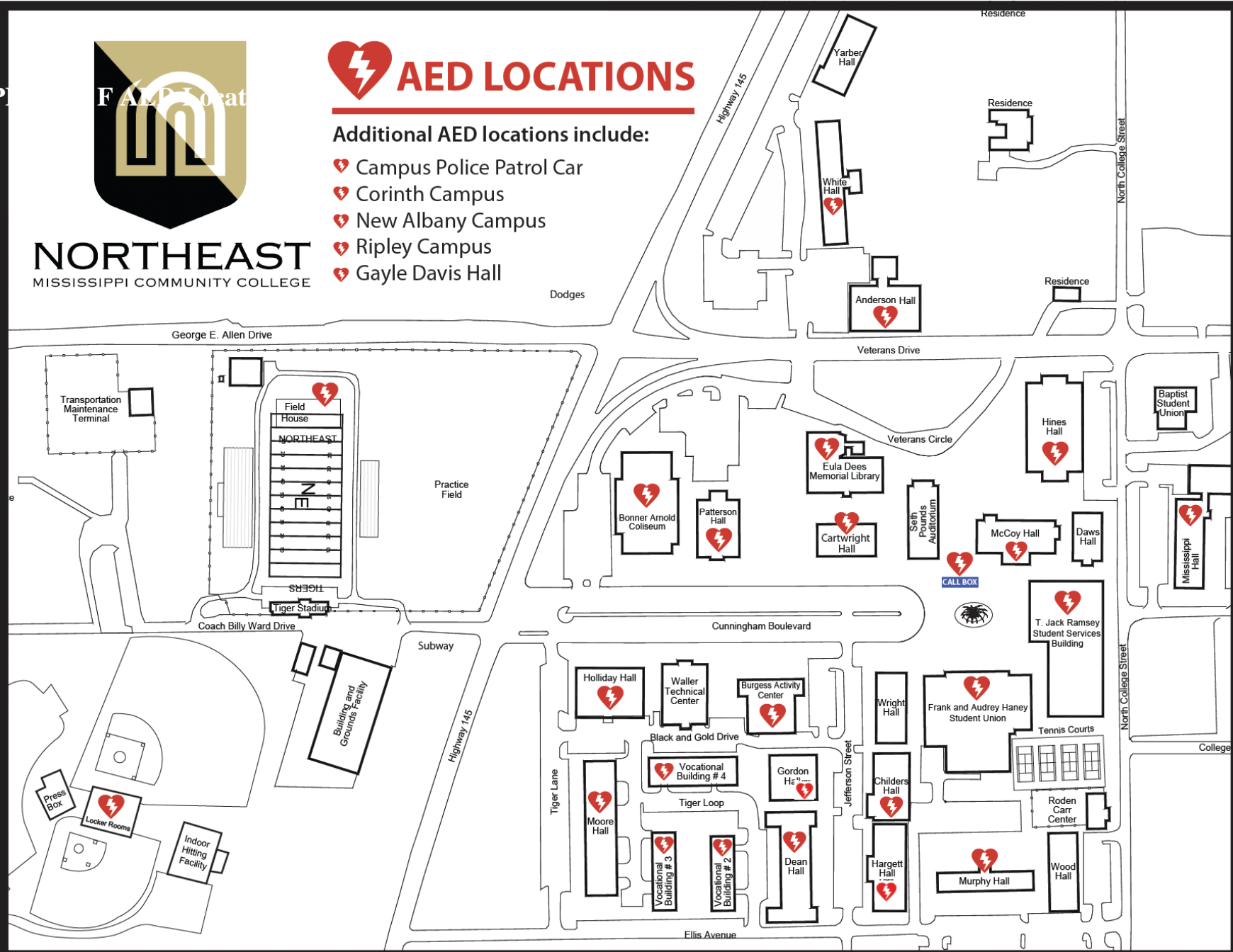
NORTHEAST
MISSISSIPPI COMMUNITY COLLEGE



AED LOCATIONS

Additional AED locations include:

- ♥ Campus Police Patrol Car
- ♥ Corinth Campus
- ♥ New Albany Campus
- ♥ Ripley Campus
- ♥ Gayle Davis Hall



AVOID/DENY/DEFEND

Since 2002, the Advanced Law Enforcement Rapid Response Training (ALERRT)[™] program at Texas State University has been used to train law enforcement officers across the nation in how to rapidly respond to dangerous active threat situations.

Over the years we've seen response times shorten and the capabilities of law enforcement increase. As a result of increased public awareness, many citizens have asked what they can do to protect themselves and reduce the dangers faced during one of these events. As we've seen that hiding and hoping isn't a very effective strategy, Avoid Deny Defend® has been developed as an easy to remember method for civilians of all ages and abilities to follow.

AVOID | DENY | DEFEND[™]

During an act of violence (robbery, hostage situation, workplace violence, active shooter, etc):

AVOID starts with your state of mind.

- Pay attention to your surroundings
- Have an exit plan
- Move away from the source of the threat as quickly as possible
- The more distance and barriers between you and the threat, the better

DENY when getting away is difficult or maybe even impossible.

- Keep distance between you and the source
- Create barriers to prevent or slow down a threat from getting to you
- Turn the lights off and silence your phone
- Remain out of sight and quiet by hiding behind large objects

DEFEND because you have the right to protect yourself.

- If you cannot AVOID or DENY, be prepared to DEFEND yourself
- Be aggressive and committed to your actions
- Do not fight fairly. THIS IS ABOUT SURVIVAL.

Call 911 when you are in a safe area.

When Law Enforcement arrives, show your hands and follow commands.



ALERRT
TEXAS STATE UNIVERSITY

Remember that **What You Do Matters.**[®]

For more information, visit **AvoidDenyDefend.org**
or email: **ADD@alerrt.org**

ALERRT at Texas State University's Avoid Deny Defend® training is a not-for-profit vital message and may be used at no cost provided it is distributed at no cost to the end user. We only ask that you credit ALERRT at Texas State as the creators of the Avoid Deny Defend® program.

Texas State University is a member of the Texas State University System.