



**OFFICE OF THE VICE CHANCELLOR FOR HEALTH SCIENCES
SPACE MANAGEMENT RECOVERY PHASE RESPONSIBILITIES
TO
HEALTH SCIENCES INSTRUCTION AND RESEARCH COMMUNITIES**

UCSD's Emergency Operations Plan describes the campus community's plan to address various human-caused and natural emergency situations including fires, utility failures, hazardous spills, earthquakes, flooding, explosion, and civil disorders. The Plan has four phases:

- **Mitigation Phase** – Evaluate hazards and risks and provide for the development of hazard mitigation and contingency plans.
- **Preparedness Phase** – Identify actions that will increase emergency preparedness. This includes testing of alert systems, training of personnel, and public information efforts to raise awareness of emergency services programs.
- **Response Phase** – Anticipate immediate response activities needed within the first few hours to deal with medical issues, containment of hazardous materials releases, assessment of building damage, etc.
- **Recovery Phase** – Procedures to restore University functions to pre-event conditions and secure reimbursement grants to cover physical damage to the campus.

Emergency contact information and instructions during the first three and initial fourth phases can be found in the [Emergency Preparedness Procedures guide](#).

Post-Emergency Event **Recovery Phase** for Health Sciences Instruction and Research Communities:

AFTER an emergency event, the Office of the Vice Chancellor for Health Sciences (VCHS) Space Management team will be the point of coordination for the following:

1. Finding replacement space if existing space is not accessible for extended period of time.

<u>Space Type</u>	<u>Lead</u>	<u>Partner(s)</u>
Administrative	AVC, Health Sciences Affairs	Chair, VCHS Space Committee
Research	Chair, VCHS Space Committee	AVC, Health Sciences Affairs
Instructional	Dean, Medical Education	AVC, Health Sciences Affairs and Chair, VCHS Space Committee

2. Compiling damaged equipment reports for UCSD Risk Management.
 - Space Management sends communication to Chief Administrative Officers (CAO);
 - CAO compiles list for their area and submits to Space Management;
 - Space Management compiles CAO lists and transmits to UCSD Risk Management for self-insurance program.
3. Addressing electronic access controls issues.
 - Failures should be reported to Space Management unit;
 - Space Management will engage VCHS Security to address equipment and network errors.