

Dundalk Institute of Technology

Crisis Management Plan – Summary

As a requirement of Health & Safety Legislation, and in addition to having in place a Safety Management Programme and Safety Statement that primarily deals with Risk Assessment and accident prevention, the Institute is required to prepare an Emergency or Crisis Management Plan (CMP). The CMP is activated in circumstances where a serious incident occurs that may cause damage to facilities, lead to injury or loss of life or has a major impact on the normal and ongoing operations of the Institute. The CMP is co-ordinated through the President's Office and is tested annually and modified and updated as necessary.

The main elements of the CMP are:

- (1) The formation of a Crisis Management Team (CMT) that is trained to deal with a range of crisis scenarios and that can be assembled at short notice. This team is selected by the President and its members have Institute wide roles and responsibilities that are critical should a crisis situation arise.
- (2) The establishment and equipping of locations suitable for use as Incident Rooms where the CMT can meet and co-ordinate responses and Emergency Rooms that are adaptable for use by Emergency Services attending an incident on campus.
- (3) The preparation and testing of implementation plans around a range of possible emergency scenarios.
- (4) A regular testing, monitoring and review process to ensure the CMP is activated, regularly tested and updated as necessary.

Further information on the CMP is available from the President's Office.