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EM3: Emergency Operations Plan
Category: Emergency Management
Last Revised: Oct 16, 2025

Operating Standard:

Each university unit offering or hosting youth programs shall maintain a current Emergency Operations Plan (EOP) that aligns with standards set by the OSU Emergency Management Office (emergency.oregonstate.edu) and incorporates planning elements provided by OSU Youth Protection.

Such plans should include, at minimum, the following key components:

- [Current Program Information Sheet](#)
- [Communication Plan](#)
- [Medical Emergency](#)
- [Evacuation](#)
- [Lockdown / Shelter-in-Place](#)
- [Missing or Kidnapped Child](#)
- [Family Reunification](#)
 - [Sample Youth Program Reunification Plan](#) (OSU Emergency Management)

Evidence or Documentation:

- Copy of program's or sponsoring unit's Emergency Operations Plan
- Record of changes, plan distribution list and training documentation

Applies to:

- OSU units offering or hosting youth programs

Related Information:

- [College/Department EOP Template](#) – OSU Emergency Management

Self-Assessment:

Does the unit or program maintain a current Emergency Operations Plan that has been reviewed by OSU Emergency Management and which incorporates planning elements from OSU Youth Protection?

YES NO

Does the unit maintain a record of changes to the plan, a plan distribution list, and training documentation related to the Emergency Operations Plan?

YES NO