



WCMC Emergency Notification System

General Overview



Emergencies

- Emergencies come in many forms. They can range from
 - Localized events such as loss of power or heat in a building, a fire, chemical spill or water leak in a lab all the way to
 - An event such as a city wide power failure that requires campus wide evacuation.
- However, they all have certain elements in common.



Essentials

- Someone has to be charged with notifying others.
- Those responsible need
 - A system to notify people.
 - To know how to contact them.
- The community must
 - Know how they will receive notice in the event of an emergency.
 - Provide the required contact information.



Response Team

- WCMC has established an emergency response team whose job will be to initiate the notification process to alert those members of WCMC who are affected and to coordinate the response to the emergency to ensure that students and staff remain safe.



Team Members

- The team members are:
 - Executive Vice Dean for Administration and Finance and Associate Provost
 - Engineering & Maintenance
 - Environmental Health and Safety
 - Information Technologies and Services
 - Finance
 - Human Resources
 - Public Relations



Notification System

- WCMC has contracted to use MessageOne's emergency contact service called AlertFind.
- This system is referred to as the Emergency Notification System, or ENS.
- The ENS provides WCMC with the ability to contact groups of varying sizes in case of emergency in a variety of ways.



The Notification Process

- In the event of an emergency, the response team will use the Emergency Notification System to notify specific members of each department using the information supplied by the department (cell phone number, e-mail address, etc.)



Keeping the ENS Current

- For the system to work, it is important that the information be
 - Accurate
 - Complete
 - Kept Current
- It is up to departments to ensure that its information meets these conditions.



Contact Information

- If you have any questions, contact
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