The **BSSR INFORMER** is an informational newsletter that is periodically distributed by the Office of Security and Emergency Preparedness (OSEP) in order to update BSSRs on resources, programs and training available to them.

**Tornado Safety**

As we enter the peak period for tornadoes in Georgia, it is important to review tornado safety information. According to the National Weather Service, tornadoes kill more people in Georgia than any other type of severe weather. The difficulty in preparing for a tornado is that they appear with little notice. The average amount of warning the National Weather Service is able to give is twelve minutes. This means it is important to have a plan prior to a tornado warning and to be familiar with that plan.

In Georgia, tornadoes can occur at any time of year, but are most likely between March and May with a peak in April. While they can occur during any time of the day, they are more common in Georgia during midafternoon and early evening hours. Georgia averages approximately six days a year with tornadoes and twenty-six tornadoes a year. Parts of Georgia are in the “Dixie Tornado Alley” which has more active in recent years than the traditional tornado alley in the center of the country.

It is important to have a plan for a tornado including: how you will be informed of a tornado, determining the safest shelter space, and practicing your plan. The safest place is inside a sturdy building on the lowest floor in an interior room. Avoid rooms with exterior walls and exterior glass. If you cannot get inside a building, try to get in a ditch or a low area to minimize your exposure to winds and flying debris.

Tornado safety tips are available from the Office of Security & Emergency Preparedness (OSEP) at [http://osep.uga.edu/flyers/flyers.html](http://osep.uga.edu/flyers/flyers.html).

You can get a checklist of what to do before, during and after a tornado from the Red Cross at [http://goo.gl/IY2ea](http://goo.gl/IY2ea).

Please contact OSEP with any questions regarding tornado safety at 706-542-5845 or [osep@uga.edu](mailto:osep@uga.edu).

**UGAlert Test Results**

The recent test of UGAAlert went well. According to the survey results, we disseminated the message faster than any previous activation of UGAAlert. The message was sent to 95% of the survey respondents within the first six minutes. In the first years of the system, our goal was to reach 90% of the population within the first 15 minutes. As more people use text messages and the UGAAlert Desktop program, the speed at which a message is disseminated as increased. Our results indicate that text messaging and the UGAAlert Desktop program are faster, on average, compared to voice phone calls and emails.

Our tests have also shown that posts to Twitter and Facebook from UGAAlert are normally completed within the first two minutes of activation. During the February test of UGAAlert, the message did not post to Twitter correctly, but this error has been fixed. In addition, if you fast follow @ugaalert on twitter, you will get a text message from twitter when a message is posted to @ugaalert. This is another redundant way to get notified by UGAAlert and a method people not affiliated with UGA can use to receive messages from UGAAlert. In addition to @ugaalert, messages are posted to @universityofga and @ugaevents. Facebook messages are posted to the Office of Security & Emergency Preparedness Facebook page. Facebook users need to like our Facebook page to see emergency messages posted to Facebook.

We are working on integrating UGAAlert into other campus systems to increase the speed at which a message is disseminated. We strongly encourage users to sign-up for redundant means of notification in case one method does not work, is slow, or experiences technical problems. Please feel free to contact OSEP with any questions, suggestions, or feedback on emergency alerting.

Download **UGAAlert Desktop software** to receive campus emergency notifications DIRECTLY TO YOUR DESKTOP!
Information on how to install **UGA Alert Desktop** is available from [http://sitesoft.uga.edu](http://sitesoft.uga.edu). For questions please contact John Newton, jmnewton@uga.edu.

**Business Continuity Planning**

How would you retrieve important documents and research data if your building had a fire? What if a water pipe burst in your building and all of your computers containing your documents and financial data were damaged? How would you be able to continue your department’s business operations if half of the staff were out due to flu or other severe illness? Do you have a way to contact all of your staff after business hours to notify them that an emergency occurred at your department?

Business continuity planning (BCP) is the practice of how your department will provide services or conduct departmental business during or after an emergency. A new online plan generator has been developed by OSEP to assist departments with planning for recovery and continuity issues relative to extended power outages, pandemic scenarios, fires or other disasters that could damage buildings. The tool is similar in format to the MyBEAP system; however, it will be used for department planning rather than building planning. The tool is a template, which when completed, forms a basic business continuity plan for a department that is specific to them. The information stored in the online BCP would allow departments to access critical information off-site when access to their building and equipment may not be possible.

We need volunteers to test and provide feedback on the system. It takes only about 30 minutes to review the eight sections of a business continuity plan.

Here is the link that users will need to go to in order to request access to their department's BCP: [https://emer.uosp.uga.edu/osepforms/bcp_dept_login.cfm](https://emer.uosp.uga.edu/osepforms/bcp_dept_login.cfm). Your MyID and password will be needed in order to authenticate. Approved users will then receive a follow-up email which will provide them with additional instructions on how to proceed.

If you have additional questions or need assistance accessing the system, please contact Noelle Broadnax at broadnax@uga.edu or 706-542-1289.

**Automated External Defibrillator (AED)**

The UGA AED Program provides for standardization of AED units on campus, including purchasing, maintenance, testing, training and recordkeeping in order ensure consistency of use and a centralized database for record keeping. OSEP is responsible for the campus AED program oversight and record keeping associated with the University of Georgia’s AED program.

If your department is considering purchasing an AED for your building, please contact Pete Golden pgolden@uga.edu or 706-542-7578 for program guidelines and additional information.

**NIMS TRAINING - Required for all BSSRs**

The National Incident Management System (NIMS) is the command and control system created by the federal government to help first responders organize and respond to events. UGA adopted a NIMS policy in 2006 which requires critical personnel, including BSSRs, on campus to be certified in NIMS IS-100.HE and NIMS IS-700.a. These classes are available online at [www.training.fema.gov/EMIWeb/IS/IS100HE.asp](http://www.training.fema.gov/EMIWeb/IS/IS100HE.asp) for IS 100.HE or [www.training.fema.gov/EMIWeb/IS/is700a.asp](http://www.training.fema.gov/EMIWeb/IS/is700a.asp) for IS 700.a. Please send OSEP a copy of your certificate. More information on NIMS classes can be found at: [http://www.osep.uga.edu/nims/](http://www.osep.uga.edu/nims/)

**COMING SOON…**

Severe Weather Shelter Area maps highlighting the location of places to shelter during severe weather in buildings on the main Athens campus will be available online the Summer of 2013.

**UPDATE YOUR EMERGENCY CONTACT INFO**

One of the purposes of the BSSR Program is to ensure emergency contact numbers for each BSSR. This information needs to be verified from time to time. BSSRs are encouraged to update their own emergency contact information by logging in with their UGA MYID and password to: [https://emer.uosp.uga.edu/osepforms/rep_login.cfm](https://emer.uosp.uga.edu/osepforms/rep_login.cfm)

**UGA BSSR NEWS**

Contact: John Newton at jmnewton@uga.edu

- For questions about the BSSR Program
- For upcoming event details
- For suggestions for future BSSR INFORMER newsletters or kudos to BSSRs