

PATHWAYS ABILITIES SOCIETY

POLICY: BOMB THREAT

Applies to: All Personnel, Volunteers and Persons Served

Original Approval Date: January 26, 2004

Date Board Approved: November 21, 2012

Replaces Policy Dated: September 12, 2011

Board Member's Signature

PREAMBLE

Pathways Abilities Society is committed to ensuring the safe keeping of persons served, staff and volunteers during a bomb threat. Implementation of the following measures and procedures are required in order to uphold a safe and practiced level of efficiency in the event of a bomb threat.

Definition:

Code Black: Is used as a signal to identify a bomb threat situation. The purpose of using a code term is to prevent any possible panic that may ensue.

POLICY

All bomb threats will be reported to the executive director, who in turn will notify the Board of Directors.

The Board of Directors of the society authorizes the executive director, to oversee the bomb threat action plan. The executive director or their designate may serve as the bomb threat action plan coordinator in declaring the scope of the emergency and directing its response.

Pathways Abilities Society will ensure that all staff, volunteers and persons served are thoroughly oriented to all facets of a bomb threat.

Bomb threat drills will be held twice a year in conjunction with the fire drill.