

## KWSO POLICY Emergency Situation

### Definition:

To ensure that KWSO employees understand procedures and their responsibilities in meeting listener needs during any emergency situation.

### Specifics to Consider:

- What determines an Emergency Situation?
- Employee safety
- How to best meet listeners needs for information

### Emergency Situations can include but are not limited to:

- Natural Disasters (floods, fires, blizzard)
- Loss of utilities (power, water)
- Transportation Barriers (road closures, bad weather)
- Hazmat Situations

### What authority can verify a Warm Springs emergency?

- Tribal Council Chairman or designee, Secretary Treasurer/Chief Executive Officer or designee, Public Safety General Manager or designee, Chief of Police or Fire & Safety Supervisor.
- Although a situation might not be declared an "emergency" – KWSO will verify the situation with the aforementioned authorities and act in the public's best interest.

### Staffing/Programming

- All KWSO employees are essential to broadcasting during times of crisis and should report to work or talk with a supervisor about not coming in.
- KWSO news staff are responsible for verifying information related to the emergency situation and seeking additional details to offer guidance to the listeners regarding what action, if any, they should take.
- If the situation warrants, frequent updates will be aired, breaking into regular programming.

The KWSO chain of command will be utilized for decision making during any emergency situation.