


September 20, 2022

TO: Core cabinet
FROM: Daniel M. White, Chancellor 
RE: UAF Emergency Notification Protocols

Timely reporting of incidents at UAF is essential to ensuring the health and safety of our students, faculty, and staff. It is also essential for our compliance with Federal law (Clery Act, Violence Against Women Act), State law, and UA Board of Regents' Policy. Delay in reporting to key decision-makers can further risk life and safety and slow the university's response. The UAF [Incident Notification and Management Procedure](#) outlines the expectations for reporting of incidents at all UAF locations. UAF currently has a task force evaluating and updating this procedure.

The most important thing to remember is that all incidents that affect life and safety should be reported to your immediate supervisor at the time of the incident (or when you are out of harm's way). Your supervisor is responsible for contacting senior leadership so that we have a coordinated and comprehensive response to the incident. Please ensure that if your supervisor is out, you know who their delegated authority is so that you can report accordingly when an incident endangering health and safety occurs.

Please distribute to your units as appropriate.

Thank you.