



Emergency Response Plan

Program Name:
Director:
Dates Out of Country:
Program Dates:
Email:
Cell Phone Abroad:

Before you go, please indicate an Emergency Manager at UT:

Name & Title:
Contact numbers:
E-mail:
Second contact in your absence:

Emergency Management Team:

International SOS (UT Membership #11BSGC000037)
UT Police
LaToya Hill, Emergency Coordinator, Dean of Students
Heather Barclay Hamir, Director, Study Abroad Office
Study Abroad Office 24hour Emergency Phone (emergencyabroad@austin.utexas.edu)
Dean of your college
see card for details
(512) 471-4441
(512) 471-5017
(512) 471-6490
(512) 699-8488

Identify support persons in host country depending on emergency:

from embassy: name: phone:
from on site program: name: phone:
from hospitals: name: phone:
from university: name: phone:
from health services: name: phone:
from other organizations: name: phone:
from religious centers: name: phone:

When an emergency occurs . . .

(this is a checklist for your use on site, not to be completed before departure)

- Appoint an on-site assistant
Notify base (if emergency occurs on a field trip)
Notify International SOS (UT Membership #11BSGC000037)
Notify Emergency Manager (listed above)
Notify students' emergency contact
Notify the UT Study Abroad Office
Notify insurance carrier if appropriate
Appoint individuals to roles on site:
Name of person:
Role:
Inform students as deemed appropriate.