



THE OHIO STATE UNIVERSITY

Multi-Year Training and Exercise Plan

January 2024

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PREFACE

The Ohio State University

The Ohio State University is dedicated to improving safety and security of the students, faculty, and staff that call Ohio State home. Effective and efficient emergency response are the top priority for university public safety. A comprehensive Exercise Program is a necessity for the university to appropriately measure the emergency response procedures for peak efficiency and effectiveness. The Training and Exercise Program will be established and maintained by the Division of Emergency Management under the Department of Public Safety. The expected training and exercises for the 2024-2026 timeframe are scheduled to provide availability for the Department of Public Safety to be available during these times as a coordination effort with units across Ohio State. This document is designed to give a formal layout of expected trainings and exercises for the 2024-2026 calendar years; however, it is not all encompassing and may be adaptable.

Emergency Management efforts derive from five principles: Prevent, Prepare, Mitigate, Respond, and Recover. These five principles are adopted from the National Preparedness Goal ([NPG](#)) and help guide the Division of Emergency Management. The Division of Emergency Management and Fire Prevention is charged with preparing and supporting response efforts for units across the university in an emergency. The aim of this program is to reduce vulnerabilities to hazards and increase resilience to disasters. Through training and exercise efforts, the Division of Emergency Management and Fire Prevention increases university coordination and cohesion in disaster response and recovery. These efforts will help to create a safer campus environment for all students, staff, faculty, and visitors of The Ohio State University.

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PURPOSE

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The purpose of the Multi-Year Training and Exercise Plan (MYTEP) is to provide a formal guide of the program for The Ohio State University. It is a living document that will be reviewed and updated on an annual basis. The Multi-Year Training and Exercise Plan provides a roadmap for the university to follow in accomplishing public safety priorities. Each exercise and training will be linked to an Improvement Plan (IP) effort. The Improvement Plan effort is further linked to the associated target capabilities that would facilitate accomplishment of a given objective, as well as the training and exercises that will assist in obtaining and/or validating those capabilities.

Included in the Multi-Year Training and Exercise Plan (MYTEP) is the Training and Exercise Schedule, which provides a graphic illustration of the proposed activities scheduled from January 2024 until December 2026. It is representative of the natural progression that should take place in accordance with the building-block approach to training and exercises.

When conducting emergency operations at The Ohio State University, special considerations are given to the following priorities:

- Protecting life (highest priority), property, and environment
- Meeting the immediate needs of students, faculty, staff, visitors, and those with access needs during an emergency at OSU to include rescue, evacuation, medical care, food, and shelter
- Meeting the immediate needs of students, faculty, staff, visitors, and those with functional needs during an emergency at OSU to include rescue, evacuation, medical care, food, and shelter
- Restoration of critical infrastructure and key resources that are essential the health, safety, and welfare of all students, staff, faculty, and visitors (such as sanitation, hospitals, water, electricity, building systems)
- Mitigating hazards to protect life, property, and the environment.
- Provide safe and secure environment that supports the academic mission and shared values of the university
- Resumption of business processes and normal operations

The Training and Exercise Program will practice and validate response policies and procedures against these special considerations. While these exercises have a strong focus on public safety, they require participation of units across all six of Ohio State's campuses to ensure consistency and cohesion of efforts. Threats to campus and those who inhabit it can vary from unit-to-unit and campus-to-campus, with similarities being rated highly by the Hazard Risk Analysis in the 2022 Hazard Mitigation Plan. While there are major similarities, training and exercise efforts across the units and campuses should be individualized to provide the greatest benefit to that unit or campus.

PROGRAM PRIORITIES

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The [2022 Hazard Mitigation Plan](#) for The Ohio State University establishes the major hazards the campus population faces. The assessment of these hazards provides a guideline for the focus of emergency preparedness efforts. Based on the assessed hazards, training and exercises for units across campus will improve overall emergency preparedness. Exercises focus on units that allow the university to function effectively and efficiently. Trainings will be offered for units across campus, as well as students, faculty, and staff. All exercises and trainings will be built to target the major hazards that The Ohio State University faces. The major hazards to the university established in the 2022 Hazard Mitigation Plan are reflected in the table below:

Table 1-1 Risk Factor Table											
Natural Hazards	Likelihood		Consequence		Resilience		Warning Time		Duration		Risk Factor
Public Health-Related Emergency	4	1.2	4	1.2	3	0.6	2	0.2	4	0.4	3.6
Tornado	4	1.2	4	1.2	2	0.4	4	0.4	3	0.3	3.5
Flooding	4	1.2	4	1.2	2	0.4	4	0.4	3	0.3	3.5
Geologic Hazards	2	0.6	4	1.2	4	0.8	4	0.4	3	0.3	3.3
Severe Weather (Summer)	4	1.2	3	0.9	1	0.2	3	0.3	2	0.2	2.8
Severe Winter Storm	4	1.2	3	0.9	1	0.2	3	0.3	2	0.2	2.8
Extreme Heat	4	1.2	2	0.6	1	0.2	3	0.3	3	0.3	2.6
Extreme Cold	4	1.2	2	0.6	1	0.2	3	0.3	3	0.3	2.6
Drought	2	0.6	3	0.9	2	0.4	1	0.1	3	0.3	2.3
Technological Hazards	Likelihood		Consequence		Resilience		Warning Time		Duration		Risk Factor
Hazardous Materials Incident (Fixed Facility)	4	1.2	4	1.2	2	0.4	4	0.4	4	0.4	3.6
Hazardous Materials Incident (Transportation)	4	1.2	4	1.2	2	0.4	4	0.4	4	0.4	3.6
Dam Failure (See Flooding)	3	0.9	4	1.2	3	0.6	3	0.3	3	0.3	3.3
Utility Failure	3	0.9	4	1.2	3	0.6	3	0.3	2	0.2	3.2
Human-Caused Hazards	Likelihood		Consequence		Resilience		Warning Time		Duration		Risk Factor
Cyber- Threat	4	1.2	4	1.2	4	0.8	4	0.4	3	0.3	3.9
Terrorist Incident	4	1.2	4	1.2	3	0.6	4	0.4	3	0.3	3.7
Active Aggressor Incident	4	1.2	3	0.9	3	0.6	4	0.4	3	0.3	3.4
Civil Disturbance	4	1.2	3	0.9	1	0.2	3	0.3	2	0.2	2.8

Table from the [2022 Hazard Mitigation Plan](#)

Exercises and trainings will be built to target the hazards that the university faces. The following priorities are established to reduce vulnerabilities to these specific hazards and increase resiliencies for all units:

- 1. Strengthen Information Sharing and Communication Capabilities.** Efficient and effective communication is crucial to emergency response procedures. Effective and efficient communication increases the response efforts of those entities affected by an emergency, increasing their ability to mitigate any damages and begin the process of recovery to return to a normal status. Sharing of information between units is vital in ensuring all parties can react appropriately during an emergency.
- 2. Strengthen Operational Coordination and Collaboration.** Consistent operational efforts are necessary to provide the most effective response in the face of an emergency. To mitigate harm and effectively transition into recovery efforts, University first responders must operate on an understanding of the actions expected by other local first responders, as well as the expected actions of the overall campus population. The response efforts benefit from consistent training and practice through exercises.
- 3. Strengthen Emergency Preparedness for Campus Community.** The university community may be required to react to an emergency. To strengthen preparedness across the university, emergency preparedness trainings should be prioritized for all populations in the Ohio State community. These training efforts will be dedicated to a multitude of topics targeting the major hazards that affect campus. Trainings will be offered focusing on the individual's activities to protect themselves from harm and prepare themselves for potential hazards they may face on campus.
- 4. Expand Regional Campus Collaboration.** The Columbus campus for Ohio State operates with many resources that are not immediately available to the regional campuses. For public safety purposes, the major focus on this issue arises with emergency response involving outside entities. It is vital that Ohio State build its relationships with the law enforcement, fire department, and other public safety entities surrounding their regional campuses. Increased efforts through exercises will integrate the regional campus more with the local public safety entities.

Previous exercises completed to date include the following:

- College of Food, Agricultural, and Environmental Sciences, March 2023
- OSU Mansfield/North Central State College, June 2023
- OSU Newark/Central Ohio Technical College, August 2023
- OSU Police Division, September 2023
- Emergency Operations Center, September 2023
- OSU Marion/ Marion Technical College, October 2023
- University Athletics, December 2023
- Metro Schools, January 2024
- Student Life, March 2024
- University Athletics, May 2024
- Ackerman Child Care Center, June 2024
- OSU Mansfield/North Central State College, July 2024
- OSU Marion/ Marion Technical College, August 2024

- OSU Newark/Central Ohio Technical College, September 2024
- Office of Technology and Digital Innovation, October 2024
- Nuclear Reactor Laboratory, December 2024
- Student Life, December 2024
- Facilities Operations and Development, March 2025

I. Columbus Campus Exercise Collaboration

The following exercises shall occur at The Ohio State University-Columbus campus:

Exercises

- Metro Schools, January 2024
- Student Life, March 2024
- University Athletics with external stakeholders, May 2024
- Ackerman Child Care Center, June 2024
- University Academics, September 2024
- Office of Technology and Digital Innovation, October 2024
- Metro Schools, October 2024
- Student Life, December 2024
- Pre-College Institution, January 2025
- University Academics, February 2025
- Facilities Operations and Development, March 2025
- Transportation and Traffic Management, May 2025
- Environmental Health and Safety, July 2025
- Office of Technology and Digital Innovation, August 2025
- University Athletics, August 2025
- Pre-College Institution, September 2025
- University Research, October 2025
- University Reserve Officers' Training Corps, November 2025
- Emergency Operations Center, December 2025
- Pre-College Institution, January 2026
- University Athletics, February 2026
- University Academics, March 2026
- Transportation and Traffic Management, May 2026
- Student Life, July 2026
- University Reserve Officers' Training Corps, September 2026
- Office of Technology and Digital Innovation, October 2026
- Emergency Operations Center, October 2026
- Pre-College Institution, November 2026
- University Research, November 2026
- Veterinary Medicine, December 2026

II. Regional Campus Exercise Collaboration

The following exercises shall occur at The Ohio State University regional campuses:

Exercises

- OSU Mansfield/ North Central State College, July 2024
- OSU Marion/ Marion Technical College, August 2024

- OSU Newark/ Central Ohio Technical College, September 2024
- OSU Lima/ Rhodes State College, December 2024
- OSU Wooster/ Agricultural Technical Institute, June 2025
- OSU Lima/ Rhodes State College, July 2025
- OSU Mansfield/ North Central State College, July 2025
- OSU Marion/ Marion Technical College, August 2025
- OSU Newark/ Central Ohio Technical College, August 2025
- OSU Wooster/ Agricultural Technical Institute, April 2026
- OSU Lima/ Rhodes State College, May 2026
- OSU Newark/ Central Ohio Technical College, June 2026
- OSU Marion/ Marion Technical College, July 2026
- OSU Mansfield/ North Central State College, August 2026

III. Emergency Management Training Opportunities

The following trainings shall occur at The Ohio State University-Columbus campuses:

Trainings

- Unit Emergency Preparedness Trainings (UEPT), January 2024
- Emergency Operations Center, April 2024
- Unit Emergency Preparedness Trainings (UEPT), June 2024
- Emergency Operations Center, October 2024
- Campus Emergency Preparedness Training, October 2024
- Emergency Operations Center, February 2025
- Campus Emergency Preparedness Training, March 2025
- Unit Emergency Preparedness Trainings (UEPT), May 2025
- Emergency Operations Center, June 2025
- Campus Emergency Preparedness Training, October 2025
- Campus Emergency Preparedness Training, February 2026
- Emergency Operations Center, March 2026
- Unit Emergency Preparedness Trainings (UEPT), June 2026
- Emergency Operations Center, August 2026
- Campus Emergency Preparedness Training, September 2026

The associated university capabilities that will be validated and enhanced as a result of these training courses and exercises are:

- Communications
- Intelligence and Information Sharing and Dissemination
- Information Gathering and Recognition of Indicators and Warnings
- Student, Staff, and Faculty Safety and Health
- Emergency Public Information and Warning
- Emergency Public Safety and Security Response
- Responder Coordination and Safety
- On-site Incident Management

APPENDIX A: EXERCISE TYPES

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Exercises are divided into two major categories based on their execution and resources required. Exercises are classified as either **Discussion-Based Exercises** or **Operations-Based Exercises**.

Discussion-Based Exercises require less time and resources, allowing for them to be completed more frequently with units across Ohio State. These exercises are often used to familiarize players with plans, policies, and procedures in a low stress environment. The Discussion-Based Exercises allow for existing plans, policies, and procedures to be tested and evaluated. Discussion-Based Exercises include the following:

- **Seminars:** Exercises designed to orient participants to new or updated plans, policies, or procedures in a structured training environment
- **Workshops:** Exercises used as a means of developing specific products, such as a draft plan or policy
- **Tabletop Exercises (TTX):** A facilitated analysis of an emergency situation in an informal, stress-free environment. There is minimal attempt at simulation in a tabletop exercise. Equipment is not used, resources are not deployed, and time pressures are not introduced. Tabletops are designed to elicit constructive discussion as players examine and resolve problems based on existing operational plans and identify where those plans need to be refined. The success of the exercise is largely determined by group participation in the identification of problem areas

Operations-Based Exercises are more labor and resource intensive. These exercises can be used to validate plans, policies, and procedures. Operations-Based Exercises can also be used to clarify roles and responsibilities, as well as identifying gaps in resources. These exercises require actual reactions to events within the exercise scenario. Operations-Based Exercises include the following:

- **Drill:** A coordinated, supervised exercise activity, normally used to test a single specific operation or function. It can also be used to provide training with new equipment or to practice and maintain current skills. Its role in your exercise program is to practice and perfect one small part of your damage assessment program and help prepare for more extensive exercises, in which several functions will be coordinated and tested
- **Functional Exercises (FE):** A fully simulated interactive exercise that tests the capability of an organization to respond to a simulated event. A Functional Exercise is similar to a full-scale exercise with lower resource and equipment requirements. These exercises simulate an incident in the *most* realistic manner possible short of moving resources to an actual site and involving many different entities. The exercise focuses on the coordination, integration, and interaction of an organization's policies, procedures, roles, and responsibilities before, during, or after the simulated event
- **Full-Scale Exercise (FSE):** An exercise that simulates a real event as closely as possible. It is multi-agency, multi-jurisdictional, multi-discipline exercise designed to evaluate the operational capability of emergency management systems in a highly stressful environment that simulates actual response conditions. To accomplish this realism, it requires the mobilization and actual movement of emergency personnel, equipment, and resources. A Full-Scale Exercise will require involvement in many agencies external to the university, making them very labor and resource intensive.

APPENDIX B: TRAINING OPPORTUNITIES

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Training on emergency preparedness and emergency management principles is crucial for the success of the five principles of emergency management: Prevent, Prepare, Mitigate, Respond, and Recover. Those individuals tasked with response activities during an emergency and the stakeholders that support their response efforts shall undergo training in the best practices for emergency management. This includes formalized training for the Emergency Operations Center (EOC) members to create an effective and efficient support organization. The Emergency Operations Center (EOC) members will work with the Division of Emergency Management and Fire Prevention to attend and participate in these trainings in order to maintain their status as members.

Training opportunities will be offered by the Division of Emergency Management and Fire Prevention upon request from units across campus on various Division-related duties (Building Emergency Action Plans, fire prevention activities, unit emergency preparedness). These requested trainings will be known as Unit Emergency Preparedness Trainings (UEPT). Opportunities for training on general emergency preparedness, known as Campus Emergency Preparedness Trainings (CEPT) will be offered in the Autumn and Spring semesters for students, staff, and faculty. These trainings will be voluntary and offered once in the Autumn and once in the Spring. Sign-up information will be provided on the Emergency Management and Fire Prevention website.

Emergency Operations Center (EOC) trainings shall occur to build for the Emergency Operations Center (EOC) exercises. These trainings include the following:

- April 2024
- October 2024
- June 2025
- March 2026
- August 2026

Unit Emergency Preparedness Trainings (UEPT) will be coordinated between the Division of Emergency Management and Fire Prevention and units across the Ohio State community. For units wishing to inquire about scheduling the UEPT training for their facility or organization, please contact the emergencymanagement@osu.edu or any listed P.O.C in this document. Previous UEPT events include:

- Enterprise for Research, Innovation, and Knowledge (ERIK), January 2024
- Center for Design and Manufacturing Excellence (CDME), July 2024
- College of Medicine, July 2024
- College of Food, Agricultural, and Environmental Sciences (CFAES), March 2025

Campus Emergency Preparedness Trainings (CEPT) will be scheduled for the Autumn and Spring semesters. These training opportunities include the following:

- October 2025
- February 2026
- September 2026