

# CRISIS RESPONSE PROCEDURES

## CAREFUL PREPARATION FOR AN EMERGENCY CAN SAVE LIVES AND MINIMIZE LOSSES.

It is the responsibility of the Alpha or Candidate Alpha to ensure that a program exists which will effectively implement these crisis response procedures. These procedures should be followed in the event that an incident occurs either on or off Alpha property. It is the expectation of the National Fraternity that any incident is reported to the Central Office within 24 hours in which an injury occurs, law enforcement is involved, the college or university is notified, or damage is caused. If an incident occurs, do the following:

1. **Call 911 or appropriate local authorities if there is an emergency situation.**
2. **Close the Lodge or other facilities you may be using to all non-members of the Fraternity.**
3. **Do not talk to the press. (See below for instructions.)**
4. **Do not contact an attorney without permission from the Central Office – this may negate insurance coverage.**
5. **Report the incident to your local corporation or advisory board president.**
6. **Report the incident to the National Fraternity.**
7. **Report the incident to the Greek Affairs contact on your campus.**
8. **Have an Alpha meeting to discuss the Fraternity response to the incident.**

### **IF AN INCIDENT OCCURS, CONTACT SOMEONE WITH THE NATIONAL FRATERNITY IMMEDIATELY BY CALLING:**

Donald Beeson, Σ '82  
919-740-1972

Jesus Diaz, Γ '16  
228-224-3829

Kyle Phillips, ΠΔ '16  
704-677-4133

### **IF YOU REACH VOICE MAIL, LEAVE A MESSAGE.**

**IF YOU RECEIVE A PRESS INQUIRY, NOTIFY CHI PSI'S COMMUNICATIONS COORDINATOR, JEREMY DORN,  
615-761-4280**

**Reporting an incident will not increase your insurance rates. However, failure to report an incident of any kind will result in a 5% insurance penalty.**