ARTICLE 8 CALAMITY PLAN

8.1. In case of any kind of calamity, the Board ensures they:

8.1.1. Follow national and international guidelines

8.1.2. Follow VU guidelines, if the VU is involved or relevant

8.1.3. Try to remain  in touch with members as much as possible, we can be a “safe space” for them

8.1.4. Notify members the same day/day after what that will mean for the association, if any news is being shared by the government,

8.1.5. In case of death among members, see mourning protocol in the Internal Regulations.

8.2. In case of a pandemic, a variety of things may happen. For example events may be cancelled, the VSPVU room might have to close or even university might close. The Board will handle as follows:

8.2.1. Notify the members through all communication channels (e.g. mail, Instagram, WhatsApp)

8.2.2. Use Social media to notify members if any large changes occur for the members (e.g. room opening to some extent)

8.2.3. Do as many social activities online as you can (if a committee doesn’t organize something, organize something new as Board)

8.2.4. Check with the Faculty Board if the Board is allowed to go to the VU

8.2.5. Check with the Faculty Board if the Board is allowed to work at the VU

8.2.6. Check with the Faculty Board if there is maybe a maximum amount of people allowed in the VSPVU room

8.2.7. Check with the Faculty Board if members are allowed to pick up personal belongings in the VSPVU room

8.3. Should a Calamity occur on location (in the Netherlands), the Board should make sure they take the following steps:

 8.3.1. Get people to safety and call 112.

 8.3.2. If necessary, make sure to take care of members, provide first aid if someone present is certified and ensure that members are hospitalized if needed. If members happen to be hospitalized, contact their family members about their situations

8.3.3. Gather the organizing party (either committee members, board members or a combination of the 2). In case anyone is missing, see required actions at point 8.3.4 & 8.3.6.

8.3.4. Do a headcount to make sure that everyone at the activity is accounted for. This should be done by one of the contact persons from the Board. If they are not present, the committee should take over

8.3.5. Go to a visible safe place for stragglers and text everyone where that location is.

8.3.6. If anyone is missing who was not on the emergency site, make sure to set out a two person search party. This search party would preferably consist of committee members, since the Board is responsible for the headcount. If that is not possible, the people doing the headcount should make a search party. Before searching, make sure to find out if there are leads of where the particular person has last been seen. The search party should only search in short perimeter and safe places. **Never** search for anyone through rubble

8.3.7. Gather supplies and blankets if needed

8.3.8. Wait for emergency teams and follow their orders

8.3.9. Go home at the first safe opportunity

8.3.10. Notify (board)members and people at home about the situation to ensure the (Board)members at home can answer any questions as truthfully as possible.

8.4. Should a natural calamity occur (for example a flood), the Board will take the following steps:

 8.4.1. Contact all members via social media

 8.4.2. Follow guidelines of the VU if the VU is relevant

 8.4.3. Follow guidelines of the government

 8.4.4. Within five working days update members on the current standings regarding things like meetings, opening times of the room and activities

8.5. Should a calamity occur on a trip, the Board will execute the following steps:

 8.5.1. Get all participants to safety and call the alarm number

 8.5.2. Gather the organizing party (either committee members, board members or a combination of the 2). In case anyone is missing, see required actions at point 8.5.3. & 8.5.4.

 8.5.3. Do a headcount to make sure that everyone at the activity is accounted for. This should be done by one of the contact persons from the Board. If they are not present, the committee should take over.

 8.5.4. In case of missing the people, the board will send out 2 persons to search. This will, if possible, consist of two committee members. The search party must stay within a short and safe perimeter.

8.5.5. The board will wait for the emergency team to arrive and follow their instructions

 8.5.6. One Board member will check up on hospitalized participants. Some board members must stay with the group

 8.5.7. The board arranges the trip home if possible.

 8.5.8. The Board will notify the other Board members in the Netherlands to ensure they can answer all questions they get as truthfully as possible