WHAT IS THE BEC PROGRAM?

The Building Emergency Coordinator program was established in 2013. Because the university’s buildings are largely occupied by more than one department, preparedness coordination among the departmental stakeholders is necessary. Additionally, first responders expressed the desire to have a single point of contact with whom to coordinate departmental communications during a building evacuation.

Building Emergency Coordinators are the primary interface between first responder agencies and the departmental building occupants. During a building evacuation may look to Building Emergency Coordinator to provide a conduit for communication and technical expertise within the building.

WHO IS THE BEC PROGRAM FOR?

All campus buildings which are normally occupied will identify a Building Emergency Coordinator. A Building Emergency Coordinator is generally a person who works in the building during normal operating hours, has a general understanding of building activities, and whose department occupies a majority of space within the building.

WHAT ARE THE BEC EMERGENCY RESPONSIBILITIES?

- Don your vest and execute your assignment as long as it’s safe to do so.
- Communicate with other BECs within the facility.
- Communicate unusual circumstances including individuals with disabilities who may be seeking refuge within the building to Baylor Police.
- Know the emergency plan for your building!

WHAT ARE THE BEC ROUTINE RESPONSIBILITIES?

- Updating the building emergency action plan.
- Maintain building awareness.
- Notify Emergency Management of
  - Renovations and coordinate the revision of emergency maps.
  - New or changing building hazards.
- Meet with other BECs in the building to maintain the plan.
- Coordinate training/drills for your respective areas in partnership with Emergency Management.

WHAT TRAINING OPPORTUNITIES ARE AVAILABLE FOR BECS?

Emergency Management offers an Annual BEC Training every summer. All BECs currently on record with Emergency Management will be notified when registration for the training opens.