

# Augusta University

## Policy Library

### Emergency Waiver of Policies

**Policy Owner:** Legal Affairs

#### **POLICY STATEMENT**

The purpose of this policy is to authorize the waiver or suspension of institutional policies during disasters and other emergencies.

#### **REASON FOR POLICY**

This policy delineates required process to authorize the waiver or suspension of institutional policies during disasters and other emergencies.

#### **AFFECTED STAKEHOLDERS**

*Indicate all entities and persons within the Enterprise that are affected by this policy:*

- Alumni     Faculty     Graduate Students     Health Professional Students  
 Staff     Undergraduate Students     Vendors/Contractors  
 Visitors     Other:

#### **DEFINITIONS**

Intentionally left blank.

#### **PROCESS & PROCEDURES**

For any institutional policy of Augusta University, the officer in charge of the relevant policy owner; any supervisor of such an officer in charge; and, the President are authorized to grant specific waivers to that policy, or to suspend the general effect of that policy during an emergency. A notice of the affected parties shall be provided. Any waiver or suspension shall be limited in duration. The President may declare an emergency during a natural disaster or other situation in which the normal operations of all or part of the institution are disrupted. Such waivers or suspensions of policy shall remain in effect until rescinded by the officer who granted them, or by a supervisor of that officer. Officials must keep a written record of any waiver or suspension of policy they grant, and provide that record to the Office of Legal Affairs as soon as it is practical to do so.

#### **REFERENCES & SUPPORTING DOCUMENTS**

Intentionally left blank

#### **RELATED POLICIES**

Intentionally left blank

---

#### **Office of Compliance and Enterprise Risk Management Use Only**

**Policy No.:** 584

**Policy Sponsor:** Exec. VP for Legal Affairs & Risk Management/General Counsel

**Originally Issued:** Not Set

**Last Revision:** 03/28/2017

**Last Review:** 06/16/2017

**APPROVED BY:**  
President, Augusta University

Date: 06/16/2017