

Jiangsu Vocational College of Electronics and Information

Emergency Response Plan for International Students in China

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(Trial Implementation)

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In order to establish and improve the emergency response mechanism for international students in our college, effectively protect the life, property safety and vital interests of international students, maintain campus stability, and safeguard national security and public interests, according to *The Administrative Measures for Recruiting and Cultivating International Students in Colleges* (No. 42 Decree of the Ministry of Education, the Ministry of Foreign Affairs and the Ministry of Public Security in 2017), *The Quality Standard for Higher Education of International Students in China (Trial)* (Teaching Foreign [2018] No. 50) and the relevant laws and administrative regulations from Ministry of Education such as *Measures for Handling Student Injury Accidents* (Decree No. 12 of The Ministry of Education), *Regulations for Handling Emergencies of International Students in China* etc., this plan is formulated.

Chapter I Types of Emergencies

Article 1. Various personal injuries and deaths caused by natural and human factors.

Article 2. The occurrence of serious diseases, including serious non communicable and infectious diseases.

Article 3. All kinds of incidents and disputes involving international students, including group events, case incidents, accident events, disaster events, etc.

Chapter II Working Principles

Article 1. Prevention first principle. We should strengthen publicity and training, enhance the sense of hardship, and improve the comprehensive quality of international students to consciously abide by China's laws and regulations, help themselves and each other, and cope with all kinds of emergencies.

Article 2. People oriented principle. The primary task is to ensure the health, life and

property safety of international students in China, so as to minimize the occurrence of campus safety emergencies and the casualties and hazards caused by them, avoid the occurrence of secondary and derivative events, and prevent the intensification of conflicts or the expansion of the situation.

Article 3. The principle of level by level reporting. Person in charge of international student education → person in charge of School of International Education and head of Security Office → Emergency Leading Group for International Student Affairs → superior competent department.

Article 4. The principle of centralized foreign affairs management and territorial management. School of International Education is responsible for and takes the lead in dealing with emergencies of international students, and other relevant departments cooperate to deal with it.

Chapter III Organizational Leadership

Article 1. The college has set up the Emergency Response Leading Group for International Students, and the leading group works under the leadership of the college's Public Emergency Response Leading Group. The Emergency Response Leading Group for International Students is headed by the college leaders in charge of international students' affairs, and its members are composed of heads of the School of International Education, the Security Office, the Students' Office, the Publicity Department, the Logistics Management Office, and the Secretary of the General Party Branch of The Relevant Secondary Schools. The office is located in the School of International Education.

Article 2. The main responsibilities of The Emergency Response Leading Group for International Students are as follows:

1. Understand and master the emergency situation of international students, control the situation, prevent the development of the situation, and study the specific strategies for handling emergencies.

2. Organize and direct all parties to deal with emergencies, and timely report major malignant emergencies to the college Public Emergency Response Leading Group and then decide whether to report to the higher authorities.

3. Closely cooperate with medical, epidemic prevention and public security departments to deal with the accident.

4. Be responsible for the investigation and handling of the incident.

5. Summarize the lessons of the incident and put forward rectification measures.

Article 3. It is the responsibility and obligation of all the teachers and students of the college to report the emergencies of international students in China. For those who delay, fail to report, conceal or falsely report major emergencies of international students, and fail to deal with them in time after learning of the occurrence of emergencies, the college will investigate the relevant personnel.

Article 4. After the emergency of international students in China, the Emergency Response Leading Group will study and decide whether to make a news release after reporting to the college's Emergency Response Leading Group. The Publicity Department of the college is responsible for receiving relevant media and releasing information uniformly according to the requirements of the Emergency Response Leading Group. Without the permission of the Publicity Department and the School of International Education, no individual or unit is allowed to receive the news media's interview on the emergency work of international students.

Chapter IV Disposal Procedures

Article 1. General Disposal Procedures

1. Start the Plan

In case of major foreign-related emergencies, if necessary, the School of International Education shall report to the leader of the Emergency Response Leading Group for International Students to start the plan.

2. Arrange the Work

The leader of the Emergency Response Leading Group Of International Students shall hold a meeting of the emergency leading group members and relevant personnel to arrange the relevant work. The person in charge of the relevant departments involved in the emergency disposal work shall appoint a special person to be responsible for the work, be on duty 24 hours a day, and keep in touch with each other at all times.

3. On Site Disposal

In case of any foreign-related emergency, the leading group must go to the place where the incident occurs to control the situation and stop the development of the situation. Do a good job in the early disposal of the scene, understand the scale of the incident, the name of the casualties, the number, status, nationality, basic situation of property loss, do a good job in resettlement and pacification, medical first aid, transfer and protection of relevant personnel.

4. Timely Report

After finding out the situation and making preliminary disposal, the leading group shall immediately assign special personnel to report level by level, and report the progress at any time, and accept the guidance of superior departments.

5. Supervision

In the emergency process, the leading group shall supervise and inspect the implementation of various decisions and response measures to ensure that all disposal decisions and response measures are implemented in place. The School of International Education is responsible for the coordination.

6. Termination Plan

After the emergency is handled, the leading group shall decide to terminate the emergency response, and the leading group shall notify the relevant departments and units.

7. Post Disposal

After the termination of the plan, the leading group shall timely call a meeting to summarize the work, and instruct the School of International Education to cooperate with the relevant departments to further carry out the follow-up matters such as personnel placement, loss assessment, compensation, rewards and punishments; timely write a summary report and report to the superior competent department, and revise the emergency plan by summarizing the experience and lessons of the disposal work.

8. Information Submission, Processing and Release

The leading group should grasp the first-hand information in time, so that the information collection, submission and processing are timely, rapid, accurate and comprehensive. We should adhere to the principles of seeking truth from facts, being timely

and accurate, holding moderate, distinguishing between internal and external, and abiding by discipline. We should give priority to positive publicity and formulate an information release plan under the unified leadership of the emergency leading group of the superior competent department.

9. Publicity, Education and Training

By commenting on the handling process of the incident, the college further publicized the emergency response plan for International students from Jiangsu Vocational College of Electronics and Information popularized the basic knowledge and skills of emergency rescue, and educated the staff to establish the awareness of crisis, crisis and contingency.

10. Reward and Punishment

In the event of an emergency, the personnel involved in the disposal shall perform their respective duties, respond quickly and properly. The outstanding personnel involved in the disposal work shall be commended and rewarded; those who neglect their duties, be irresponsible, or fail to handle affairs effectively and cause serious consequences shall be given administrative sanctions and even be investigated for criminal responsibility.

Article 2. Specific Procedures for Handling Various Emergencies

1. Treatment of Suicide, Self-Mutilation and Self-Abuse of International Students

(1) In case of suicide, self-mutilation and self-abuse of international students in China, the informed personnel shall not only provide immediate treatment, but also timely report the situation to the School of International Education or the Security Office.

(2) After learning about the situation, the School of International Education and the Security Office shall immediately report the information to the Emergency Leading Group of International Students. The members of the leading group shall arrive at the scene as soon as possible, and organize personnel to send the wounded to the Infirmary of the college or the urban hospital in time.

(3) The Emergency Leading Group of International Students shall report the situation to the Leading Group of Emergency Response of Public Emergencies of the college in time, and decide whether to report to the Public Security Bureau of Huai'an City, the Education Department of Jiangsu Province, the embassies and consulates of the country where the

international students are from and their parents according to the requirements of the leading group.

(4) The Emergency Response Leading Group of International Students should immediately organize relevant functional departments to carry out investigation, and cooperate with the public security organs in the investigation of unknown cases when necessary.

2. How to deal with the case of international students leaving school or missing

(1) After the international students leave the college without permission within the valid period of their visa or residence permit, the informed personnel shall report the situation to the School of International Education in a timely manner.

(2) After learning about the situation, the School of International Education shall immediately report the information to the Emergency Leading Group of International Students. The leading group shall immediately exchange information and conduct investigation and understanding in a timely manner; for the students who are not known, they shall immediately organize the search to find out the whereabouts of the international students.

(3) If it is impossible to find out the whereabouts of the international students, the emergency leading group should promptly report to Education Department of Jiangsu Province and Huai'an Public Security Bureau, and operate according to relevant instructions.

3. How to Deal With the Fighting or Group Fighting of International Students in China.

(1) If international students who come to China participate in a fight or group fight, the informed personnel shall immediately report to the Security Office and the School of International Education, and the Security Office and the School of International Education shall timely report the situation to the Emergency Leading Group of International Students.

(2) The Security Office and the School of International Education should arrive at the scene as soon as possible to stabilize the situation and prevent the situation from deteriorating. If any person is injured, the injured person should be sent to the medical office of the college or the urban hospital for treatment.

(3) The Emergency Response Leading Group of International Students should report the

situation to Education Department of Jiangsu Province and Huai'an Public Security Bureau in time, and operate according to relevant instructions.

(4) All departments of the college should actively cooperate with the relevant departments to carry out the investigation and evidence collection work, learn the true situation of the incident from the witnesses as soon as possible, and find out the causes and process of the emergency in time.

(5) According to the situation, the college will deal with the international students who violate the discipline. If the public security organ detains, punishes or detains the international students who violate the discipline, our college will punish them in accordance with the detailed rules from *Jiangsu Vocational College of Electronics and Information Rules for the Implementation of Disciplinary Sanctions against International Students in China (Trial Implementation)*. We will cooperate with the public security organs to repatriate those who need to be repatriated.

4. Handling of Major Theft of International Students in China

(1) In case of major theft of international students in China, the dormitory administrator of international students and the School of International Education shall be informed as soon as possible, and the case shall be reported to the Security Office of the college. The Security Office shall inform the School of International Education and relevant college leaders, and the School of International Education shall report the situation to the Emergency Response Leading Group of International Students.

(2) The dormitory administrator should take emergency measures immediately to protect the scene.

(3) The Security Office of the college and the School of International Education shall immediately organize personnel to arrive at the scene for investigation after receiving the report.

(4) The Security Office of the college and relevant departments, and School of International Education should actively cooperate with the public security organs to do a good job in the field investigation and incident investigation.

5. Handling of Traffic Accidents or Other Major Malignant Accidents of International

Students in China

(1) If a traffic accident occurs to international students in China, the relevant departments shall report to the security office and the School of International Education in a timely manner after being informed, and the School of International Education shall report to the emergency leading group of international students in China. The relevant departments shall actively cooperate with the hospital and traffic police departments to do a good job in the treatment and accident handling of international students.

(2) The Emergency Response Leading Group of International Students should report the situation to Education Department of Jiangsu Province and Huai'an Public Security Bureau immediately and operate according to relevant instructions.

6. Handling of Fire and Other Emergencies in Dormitory of International Students

(1) When a fire is found in the dormitory of international students, it is necessary to immediately put out the fire and report to the Security Office and the School of International Education.

(2) After receiving the report, the Security Office shall immediately organize relevant personnel to arrive at the scene to put out the fire; when the fire is serious and cannot be extinguished by itself, it shall immediately call 119; at the same time, it shall immediately take self-help measures to evacuate personnel, transfer goods, open fire-fighting passageway and isolate power supply.

(3) The leaders of the Security Office and the School of International Education shall report the situation to the Emergency Leading Group of International Students in a timely manner.

(4) The Security Office and the management personnel of the dormitory for international students should actively cooperate with the fire department to do a good job of rescue and firefighting.

(5) In case of casualties of international students, the School of International Education should report to Jiangsu Provincial Department of Education and Huai'an Public Security Bureau in time, and inform the embassies and consulates of their countries in China and their parents to receive and comfort their parents.

7. Handling of Emergency, Food Poisoning or Mass Epidemic Events of International Students in China

(1) In case of sudden illness or food poisoning, the relevant departments shall immediately contact the medical office of the college, quickly organize personnel to send the patient to the medical room of the college for treatment, and report to the logistics management office and the School of International Education, and the School of International Education shall immediately report the situation to the Emergency Leading Group of International Students.

(2) For the patients with mild symptoms of food poisoning, the college medical office should organize on-the-spot forces to carry out emergency symptomatic treatment, make medical records and keep the patient's vomit and diarrhea. If the poisoning is serious, it should be transferred to the superior hospital in time, and the detailed medical record should be carried. If the international students suffer from serious diseases or need to be transferred to other hospitals, they should immediately organize vehicles or dial 120 to send them to the urban hospitals.

(3) In case of mass epidemic diseases among international students, the relevant departments should take isolation measures as soon as possible in addition to contacting the medical office of the college immediately, and immediately inform the relevant leaders of the logistics management office and the School of International Education of the situation, and the School of International Education will immediately report the situation to the emergency leading group of international students.

(4) The Emergency Response Leading Group of International Students shall report the situation to the local health and epidemic prevention department within 2 hours. The relevant departments of the college shall cooperate with the medical and epidemic prevention institutions to carry out on-site disinfection, sampling and analysis.

8. Handling of Prostitution, Whoring and Drug Abuse among International Students in China

(1) In case of prostitution, whoring and drug abuse among international students, it should be immediately reported to the School of International Education and the Security

Office, and the School of International Education should report to the Emergency Response Leading Group of International Students.

(2) The Emergency Response Leading Group of International Students should report the situation to the Education Department of Jiangsu Province, the Public Security Department of Jiangsu Province and the Entry and Exit Management Team of Huai'an Public Security Bureau immediately, and operate according to the relevant instructions.

(3) The college should actively cooperate with the public security organs and other relevant departments to carry out work and understand the real situation of the incident.

(4) According to the situation, the college will deal with the international students who violate the discipline. If the public security organ detains, punishes or detains the international students who violate the discipline, our college will punish them in accordance with the detailed rules from *Jiangsu Vocational College of Electronics and Information Rules for the Implementation of Disciplinary Sanctions against International Students in China (Trial Implementation)*. We will cooperate with the public security organs to repatriate those who need to be repatriated.

Chapter V Supplementary Provisions

Article 1. Plan management and update: the college will timely revise and improve the plan according to the formulation and modification of relevant national emergency management laws and regulations, the change of actual situation and the implementation of emergency plan.

Article 2. This plan shall be implemented from the date of printing and distributing.

Article 3. The plan is interpreted by the School of International Education.