

Appendix: Protocol for Immigration Enforcement Notification

1. A member of the ICE Notification Group (see membership below) receives information that a federal immigration authority has entered campus property¹ for immigration enforcement.
2. House Bill 4079 requires **campus** notifications when a federal immigration authority is **confirmed** to have entered school property for the purposes of immigration enforcement.
3. The Safety and Risk Services Administrator on Duty sends an immediate message to the ICE Notification Group via the Everbridge alert system for an emergency meeting. During the call, the group receives a summary of all known relevant facts to determine whether federal immigration enforcement is confirmed to be taking place on campus property.

The ICE Notification Group includes:

- o Chief of Police or designee
 - o Public Information Officer (PIO)
 - o Safety and Risk Services Administrator on Duty
 - o General Counsel
 - o Depending on the location of the reported ICE activity, relevant staff from other campuses may be included.
4. Call participants determine whether to recommend a confirmed ICE Notification, considering:
 - a. Confirm that a federal immigration authority has entered the campus for immigration enforcement.
 - i. If yes - and unless prohibited by law or court order, provide notice to students and employees. The message must include at least the following information:
 1. (i) The general location of the federal immigration authority; and
 2. (ii) Whether classes or campus operations are affected by the presence of the federal immigration authority.
 - ii. If no - message does not need to be sent.
 5. If an ICE Notification is required per Oregon 2026 HB4079, this will be communicated to the University of Oregon Agency Administrator, as defined within the University of Oregon Emergency Operations Plan. The Agency Administrator will provide final approval to send a notification of confirmed immigration enforcement activity.
 6. The PIO or delegate will send the pre-approved message using the Everbridge Alert system to the impacted campus. This message will be sent via text and email using the "Be Aware" UO Alert model.
 7. PIO ensures that a post is made to the UO Alerts Page.
 8. The Safety and Risk Services Administrator on Duty will post the notification to Orion and will push email and text message notifications to the following groups: IMT (Full Group), Chiefs of Staff,

¹ "Campus" means real property owned or controlled via master lease by an institution of higher education that is accessed by students of the institution of higher education on a regular basis, as identified by the governing board of the institution of higher education. Map available here: <https://map.uoregon.edu/uo-property-browser>

Emergency Management Policy Group, Vice Provost for Global Engagement, and Assistant Vice Provost for Divisional Operations in Global Engagement.

9. If an ICE Notification is not appropriate (for example, because the incident was not confirmed, or occurred outside of campus locations) but community concern exists because the incident has been perceived as ICE activity on campus, the PIO **may** still issue a post on the Alerts page to address the concern, provide accurate information, and reduce concern.

10. After sending, PIO will update the Alerts page with any new pertinent information. PIO may also send additional information and/or talking points to the Dean of Students (uodos@uoregon.edu), Vice President of Student Life (vpsl@uoregon.edu), the University of Oregon General Counsel Office, the Office of the President, and Division of Global Engagement that can be shared with students or community members who contact those offices.