

Utility Failure

In the event of a major utility failure occurring:

1. Immediately notify Campus Safety and Security and/or the Facilities Management Office. In the event of an emergency, notify 911.
2. An immediate assessment will be made to determine if all life safety systems are operational and that no hazardous conditions are present. The senior facilities management/security person on site will make the final determination if any building is safe to occupy or if there should be an evacuation or relocation to another building.
3. If evacuation is necessary, follow the institution's evacuation procedures.

Additional Information and Procedures during Utility Failures

1. Electrical/Light Failure in labs:

- Keep lab refrigerators/freezers closed during outage.
- Secure all vital equipment, records, experiments and hazardous materials if safe to do so.
- Store all chemicals in their original or marked containers and fully open all fume hoods if the emergency generator does not work.
- If this is not possible, or natural ventilation is not adequate, evacuate the area until power is restored.

2. Elevator Failure.

- If you are trapped in the elevator, use the emergency telephone to notify help. If the elevator's emergency telephone is not operating, turn on the emergency alarm (located on the front panel), which will signal for help, or if in possession of a mobile phone, notify Campus Safety and Security.
- Do not try to force the doors open or attempt to get out of the elevator on your own.

3. Plumbing Failure/Flooding.

- Cease using all electrical equipment. Notify Campus Safety and Security and/or the Facilities Management Office.

4. Gas Leak.

- Cease all operations and DO NOT SWITCH ON/OFF LIGHTS, OR ANY ELECTRICAL EQUIPMENT. Remember that electrical arcing can trigger an explosion! Once clear of the area, notify Campus Safety and Security and/or the Facilities Management Office.

5. Ventilation Problem

- If smoke odors come from the ventilation system, immediately notify Campus Safety and Security / Facilities Management. If necessary, cease all operations, pull the fire alarm and evacuate from the building.