



UMD BUILDING EMERGENCY RESPONSE GUIDE (BERG)

Building Name: **Chemistry**

Location: **UMD**

Revision Date: **4-15-16 - final, Updated 8/6/18**

Departments/Colleges: Chemistry

List Emergency Evacuation Personnel (floor monitors, emergency coordinator, etc.). Refer to “Building Emergency Plan Handout” for details on duties.

Emergency Coordinator: **Dawna Carlberg** Phone: **726-7979** Building Team Leader: **Dawna Carlberg** Phone: **726-7979**

Floor	Floor Monitor(s)	Work Area Rep (s)
First	Patty Opoien (alternate: Al Oyler)	Patty Opoien (alternate: Al Oyler)
Second	Jennifer Bucsko (alternate: Brian Gute)	Jennifer Bucsko (alternate: Brian Gute)
Third	Randall Helander (alternate: Paul Siders)	Randall Helander (alternate: Paul Siders)
Fourth	Robert Carlson (alternate: Sangeeta Mereddy)	Robert Carlson (alternate: Sangeeta Mereddy)

Entrance Monitor(s) (primary / alternate)

North Half of Building (aka: Darland corridor entrance): primary Patty Opoien (alternate: Al Oyler)

South Half of Building (aka: School of Med Courtyard entrance): primary Dawna Carlberg (alternate: Brian Gute)

Event	Response Steps					Key Points
FIRE	EVACUATE. If you discover smoke or flames, pull the nearest fire pull station and <u>call 911</u> . Give a detailed description.	Evacuate the building using the nearest exit. Do not use elevators.	Consolidate at your designated assembly point. Notify responders and/or Emergency Coordinator of occupants remaining in the building.	If you cannot get to your assembly point in a safe or timely manner report to an area a safe distance from the building of concern. Notify workgroup of location if possible.	Re-enter only when directed by authorities.	The assembly points for this building are: Assembly Point 1 (For all in Chem 200, 4th Floor and south half of Chem Bldg) will be the School of Medicine Large Courtyard Assembly Point 2 (For the north half of Chem Bldg) will be the Darland Corridor

ASSISTING THOSE WITH LIMITED MOBILITY	Assist individuals with limited mobility: 1. Out of the building. 2. If not possible, assist them to see Key Points Column	If stairwells are fire rated, they can be used as a location for individuals to wait for responders.	Notify responders and/or Emergency Coordinator of occupants in stairwells or other locations. Consolidate at your designated assembly point. Refer to Fire Section for assembly point.	If you cannot get to your assembly point in a safe or timely manner report to an area a safe distance from the building of concern. Notify workgroup of location if possible.	Re-enter only when directed by authorities.	Floor Monitors will assist these people to these areas: First Floor people: to Darland if possible, if not possible, the corridor to SMED near School of Med Stairwell B (north). Second & Third Floor people: Stairwell A (south) or B (north). B is preferred as there is a little more room there. Forth Floor people: In the corridor by the elevator. (Fire Department has override for all the elevators and can use it if needed)
SEVERE WEATHER	SEEK SHELTER. Monitor weather during questionable conditions	Close all doors, including main corridors. Move to lowest interior space of building, such as hallways, basements and restrooms. Avoid windows and buildings with tall and high roofs.	Crouch near floor or under heavy, wall supported objects and cover back of head.	If outdoors and there is not time to move into an interior space, lie flat in nearest depression, ditch, or ravine, and cover back of your head.		Designated shelter areas for this building are: Chem 150 and Chem 155 Tone alert radios (TARs) will notify occupants of severe weather. TARs for this building are located: Currently one TAR is located in Chem 246. An additional unit will be set up in Chem 155
HOSTILE INTRUDER	GET OUT, HIDE, KEEP OUT.	Leave the building if it is safe to do so. <u>Call 911 when in a safe location.</u>	Hide if unable to escape. Secure rooms by locking or barricading the door, stay behind solid objects away from door.	Minimize noise that may draw attention to your location. Turn off lights, silence phones, etc.	Obey Law enforcement direction.	
SUSPICIOUS ACTIVITY / ITEM	STAY CLEAR.	Always report unusual or suspicious activity/items to <u>911</u> .	Open locked doors for authorized persons only. Secure belongings, assets, and research.	Do not move, touch, or handle suspicious mail or items. Leave area and give details when you call 911.	Obey law enforcement direction.	
MEDICAL EMERGENCY	FIRST AID/CPR IF TRAINED. STAY CLEAR IF NOT.	<u>Call 911</u> . Report exact location	If trained administer first aid/CPR/ AED as appropriate.	If not trained, stay clear of area where emergency has occurred.	Have someone meet emergency personnel to direct them to	AED locations for this building are: Darland - by middle stairwell

					the proper location.	
NATURAL GAS LEAK	EVACUATE.	Leave area at once and go to an exterior location where you no longer smell gas. Do not try to locate the source of the gas leak.	Do not operate any electrical devices, phones, including cellular phones, appliances, light switches, or equipment with open flames.	<u>When in a safe area call 911</u> . Meet at your designated assembly area, if possible.	Re-enter only when directed by authorities.	
HAZARDOUS MATERIALS RELEASE	EVACUATE (unless contaminated-read on for more info).	Secure all experiments, unplug electrical equipment, and shut off research gases.	Unless you have been contaminated, Leave area at once. <u>When in a safe area, Call 911</u> and provide them with details.	If you have been exposed to the substance follow PI protocol (remove contaminated clothing, wash with mild soap and warm water, etc.). If it is a radioactive exposure stay in the area until surveyed to ensure the contamination is not spread to others.	Notify EHSO as soon as possible.	Andrew Kimball : Office 726-6764 Cell 763-226-7011
POWER OUTAGE	EVALUATE.	Secure all experiments, unplug electrical equipment, and shut off research gases.	Fully close fume hoods. Isolate hazardous materials to prevent harm. If there is a release follow steps in "Hazard Materials Release" Section.	If occupants are trapped in an elevator, do not pry open doors. Contact FM instead.		(218) 726-8262 or after hours weekday (218) 726-8147 or afterhours weekend (218) 726-7007

Additional Information: Assembly points during evac.

