



UMD BUILDING EMERGENCY RESPONSE GUIDE (BERG)

Building Name: **Swenson Science Building**

Location: **1035 Kirby Drive**

Revision Date: **4/15/16 - final**

Departments/Colleges: **Biology Department and Chemistry/Biochemistry Department**

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

Emergency Coordinator: **Tom Hrabik** Phone: **7626** **Building Team Leader:** **Nick Lamon/Biology, Greg Mielke/Chemistry** Phone: **6631/8308**

Floor	Floor Monitor(s)	Work Area Rep (s)
Ground	Nick Lamon (Primary/Biology), Brad Dewey (Alternate/Biology)	Nick Lamon (Primary/Biology), Brad Dewey (Alternate/Biology)
First-Academic	Neil Weberg (Primary/Chemistry), Jesse Lemay(Alternate/Biology)	Neil Weberg (Primary/Chemistry), Jesse Lemay (Alternate/Biology)
First-Research Wing	Greg Mielke (Primary/Chemistry), Steve Berry (Alternate/Chemistry)	Greg Mielke (Primary/Chemistry), Steve Berry (Alternate/Chemistry)
Second-Academic	Kathy Stewart (Primary/Biology), Joe Johnson (Alternate/Chemistry)	Kathy Stewart (Primary/Biology), Joe Johnson (Alternate/Chemistry)
Second-Research	Stormi Davis (Primary/Biology, Briana Gross (Alternate/Biology)	Stormi Davis (Primary/Biology, Briana Gross (Alternate/Biology)

Entrance Monitor(s) (primary / alternate)

Same as Floor Monitors above per EHS guidelines

Event	Response Steps					Key Points
FIRE	EVACUATE. If you discover smoke or flames, pull the nearest fire pull station and call 911. 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: Ground Floor-Exit on to Kirby Drive to assemble near Life Science Bldg. 1st and 2nd Floor-2 options-Exit via Skywalk to LSci 3rd Floor or revolving door/west exit to assemble near Lawrence Ianni Hall.

ASSISTING THOSE WITH LIMITED MOBILITY	Assist individuals with limited mobility: 1. Out of the building. 2. If not possible, assist them to	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.	Per EHS, Floor Monitors on each floor will assist individuals with limited mobility. The Ground and First Floor Monitors will assist individuals to the outside and the Second Floor Monitors will assist individuals to Stairwell A.
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: Lower Level interior hallways. Tone alert radios (TARs) will notify occupants of severe weather. TARs for this building are located: 137 SSB and 207 SSB
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 the proper location.	AED locations for this building are: Atrium in Swenson Science Building
NATURAL GAS LEAK	EVACUATE.	Leave area at once and go to an exterior location	Do not operate any electrical devices,	<u>When in a safe area call 911</u> . Meet at	Re-enter only when directed	

		where you no longer smell gas. Do not try to locate the source of the gas leak.	phones, including cellular phones, appliances, light switches, or equipment with open flames.	your designated assembly area, if possible.	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 Areas:

