

Emergency Action Plan Nikolau Lab – Molecular Biology Building

Updated March 22, 2017

Contacts:	Name	Office Phone	Cell / Pager	Home Phone
Professor/Supervisor	Basil Nikolau	294-9423	515-290-3382	
Emergency Contact	Libuse Brachova	294-0524	515-520-7908	
1 st Alternate	Luda Rizshsky	294-0524	515-231-5987	
2 nd Alternate	Liza Alexander	294-0347	515-537-9681	
3 rd Alternate	Sara Hazinia	294-0347	517-599-2385	

The following procedures should be used in the event of an emergency.



Fire

1. Pull nearest fire alarm; notify building occupants.
2. Call 911.
3. Assist injured personnel.
4. Evacuate the building. Activate emergency shutoffs.
5. Attempt to use a fire extinguisher only if you have been trained.
6. Meet at the East entrance of the

COMMUNICATIONS BUILDING.



Medical Emergency

1. Identify the medical emergency.
2. Send someone to call 911.
3. Administer first aid, if properly trained.
4. Contact the injured person's supervisor.



Intruder

1. If an intruder is encountered call 911. Do not try to detain.
2. Note description of the intruder.
3. Conduct a quick inventory.
4. Make departmental contacts.



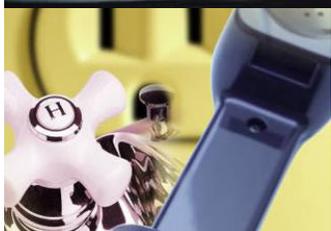
Vandalism/Theft

1. Call 911.
2. Do not enter lab; treat the lab as a crime scene.
3. Beware of possible booby traps or remaining perpetrators.



Severe Weather

1. When you hear outdoor sirens or weather radio warning, we will meet in the basement of the Molecular Biology Building.
2. Proceed to the storm shelter in Molecular Biology Building.
3. Stay away from exterior doors and windows.
4. Stay in shelter until danger has passed.



Utility Outages

1. Identify in advance any critical research materials or processes that may be affected by utility outages.
2. Identify backup systems or alternate resources to employ.
3. Have backups in remote locations for data stored on computers.
4. Notify lab contacts.



Chemical Spill – Small Spills

1. Notify other personnel in the immediate area.
2. Assist with injured persons.
3. Confine and/or limit the spill.
4. Clean up the spill as seen fit. A chemical spill kit is located in the laboratory 2238 by the refrigerator

Chemical Spill – Large Spills

1. Dial 911.
2. Pull the fire alarm.
3. Evacuate the area and secure the entrances.



Environmental Chemical Spill

1. Dial 911.
2. Pull the fire alarm.
3. Evacuate the area and secure the entrances.
4. Contact EH&S at 294-5359; after hours DPS.
5. EH&S will contact the appropriate regulatory agencies.

Radiological Spill – Large/Major - **not applicable**

1. If fire is involved follow fire procedures.
2. If a medical emergency is involved follow the medical emergency procedures.
3. Evacuate the room immediately shutting doors on the way out.
4. Call 911.
5. Post a “Keep Out” sign.
6. Proceed to .
7. Notify EH&S at 294-5359; After hours, contact DPS at 294-4428.
8. Survey personnel present.
9. Wait for EH&S assistance.



Radiological Contamination

External Contamination:

1. Remove contaminated clothing.
2. Wash contaminated skin thoroughly.
3. Monitor and rewash if necessary.
4. Contact EH&S at 294-5359.

Internal Exposure:

1. If non-medical emergency, contact EH&S at 294-5359 for assistance.
2. If a medical emergency, call 911.



Missing Radiological Inventory

1. Call EH&S at 294-5359.
2. Proceed with given instructions.

Biological Spill - **not applicable**

1. If large amount of biological material was spilled, evacuate area of the spill for at least 30 minutes. Indicate any special notes with “See Below”.
2. If necessary, call EH&S (294-5359) and DPS (294-4428) to assist in evacuation and perimeter control.
3. Remove contaminated clothes, place in biohazard bag and decontaminate.
4. Wash hands and exposed body parts with soap and water and if necessary use shower located in Indicate specific location.
5. Review guidelines for spill clean-up (Biosafety Manual, Section



G) and clean up spill.

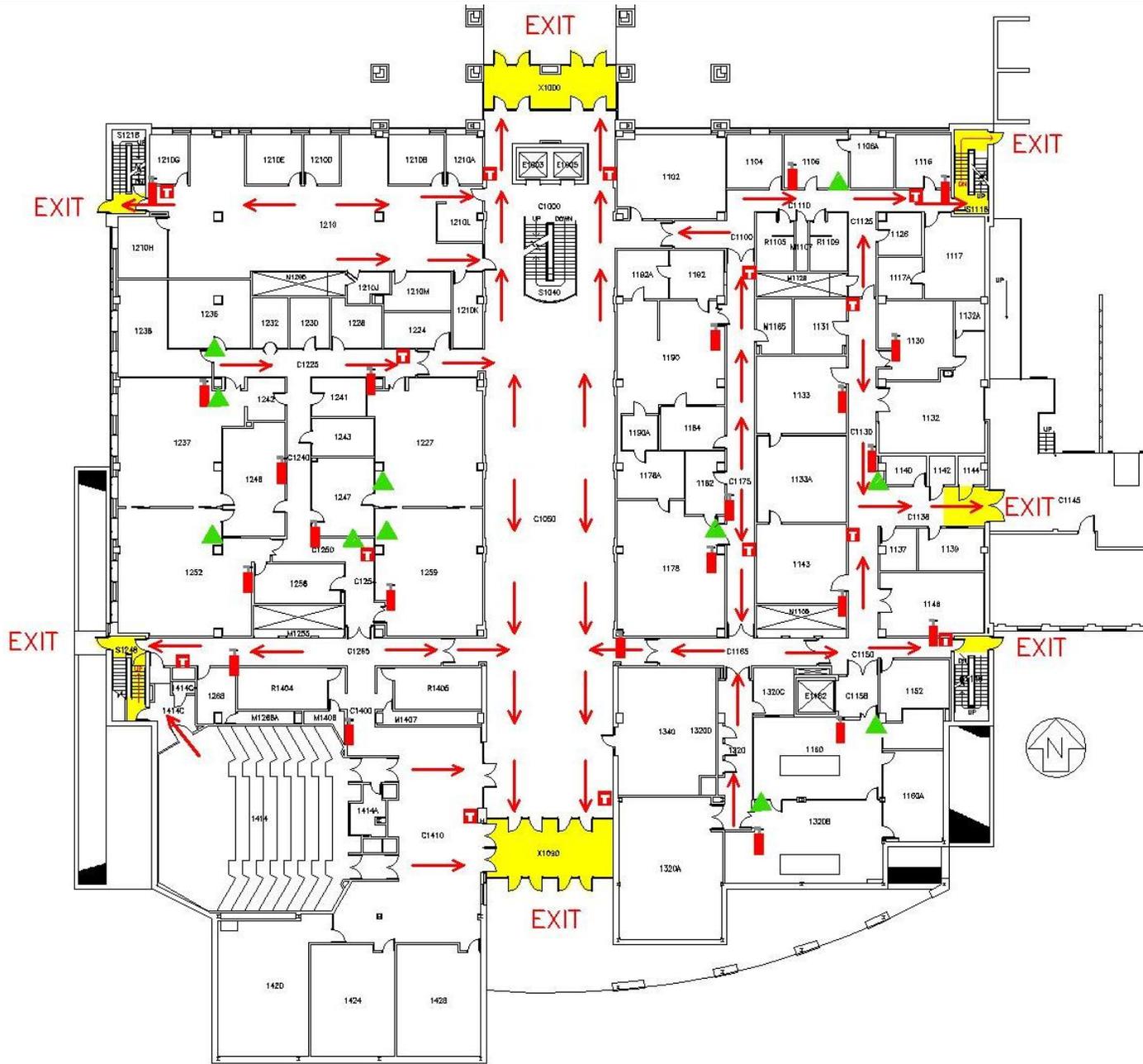
6. The biosafety spill kit is located – not applicable.

Biological Pathogen Exposure

1. Administer first aid and call 911 if necessary.
2. Wash broken skin, punctured skin or animal bites with soap and water.
3. If pathogen came in contact with mucous membranes, flush with water for 15 minutes.
4. Remove any contaminated clothing, place in a biohazard bag and decontaminate.
5. Wash hands and exposed body parts with soap and water and if necessary use shower located in Indicate specific location.
6. Inform supervisor of exposure.

Emergency Evacuation Routes

Molecular Biology Building First Floor Emergency Evacuation Map



Evacuation Guidelines

- In case of fire or other emergency requiring evacuation, activate the nearest fire alarm pull station.
- Exit in a calm and orderly fashion. Once you have evacuated to a safe location, immediately call 911.
- Assist injured personnel, if time permits, and make sure all doors are closed and hazardous work operations are shut down as you exit the building.
- Help any physically impaired individuals in need of assistance.

Safety Guidelines

- Familiarize yourself with the location of exits, alarm pull stations, and fire extinguishers.
- Attempt to control a fire yourself with a fire extinguisher only when the fire is small and you have been trained.
- Keep fire doors closed to prevent the spread of smoke and fire.

Severe Weather

- In the event of a tornado, proceed to the basement or an interior corridor on the first floor. Keep away from exterior doors, windows and the atrium.

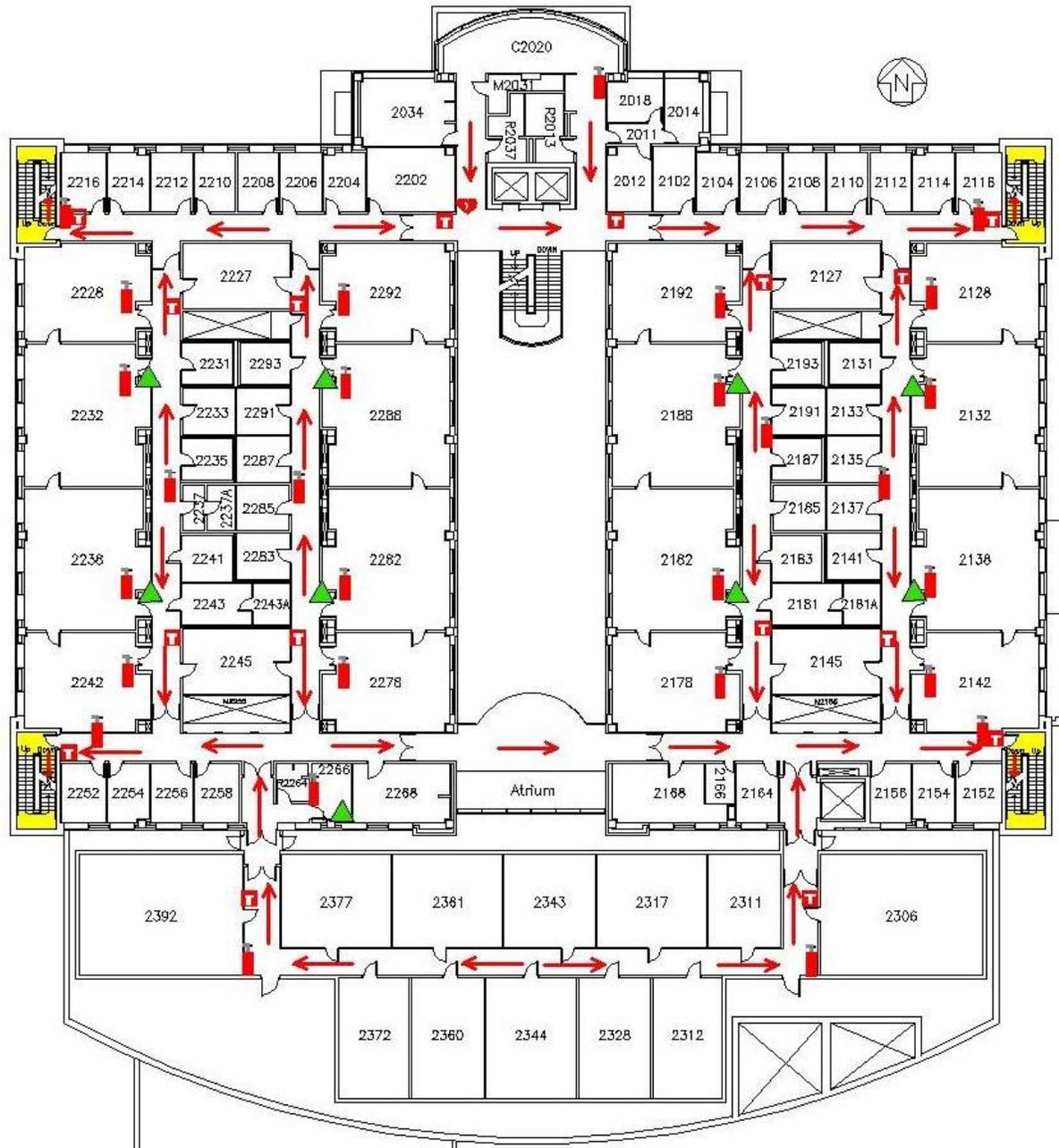
Key

Exits  Exit Direction  Fire Extinguisher  Alarm Pull Station  Eye Wash/Safety Shower 



AED/Defibrillator on 2nd floor.

Molecular Biology Building Second Floor Emergency Evacuation Map



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