



EMERGENCY PLAN

Emergency Procedures

Medical / Life

CALL 911 with pertinent information -identify emergency, identify yourself and provide your location.

Use materials in the **First Aid Kit- located at 4-040 / 4-032 entrance**

Call someone to assist

Notify supervisor Spencer Proctor 780-909-7004

Fire

Do NOT try to fight a fire

Remove the fuel source, if possible (i.e. turn off gas, unplug hotplate)

Leave the room/area

Close door to the room

CALL 911 with pertinent information -identify yourself and provide location of fire.

PULL FIRE ALARM located at south stairway

EVACUATE BUILDING following MCVD Evacuation PROCEDURE

Hazardous Material Exposure / Spills

Contain the spill

Clean small spills immediately.

Use the Chemical or Biological Spill kit

Spill Kits located at entrance of 4-040 and sink area of 4-032 lab

Large spills- Leave area immediately

Close doors

Warn lab members

Spill SOP's and response guidelines are located in 4-040 entrance

Report spill to **University Control Centre 780-492-5555**

Suspicious Activity / Unauthorized People

Keep away, stay at a safe distance

Do not confront individuals

Call University Protective Services 780-492-5050

Life threatening **Call 911**

Suspicious Package

Call University Control Centre 780-492-5555

Report immediately to supervisor Spencer Proctor 780-909-7004

Warn other lab members

Power Failure

Notify University Control Centre 780-492-5555

Report immediately to supervisor Spencer Proctor 780-909-7004

Check equipment: -80 freezers take action to relocate samples if necessary

Do **NOT** enter areas with **STANDING WATER**- Electrocutation Hazard

Access duration of loss of power