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EMERGENCY PLAN

BUILDING 29 COMPLEX

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BUILDING 29 COMPLEX
(29, B29A, B29B, B29C)
EMERGENCY PLAN

Lawrence Berkeley Laboratory
University of California
Berkeley, California 94720

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Approvals:

Emergency Prep. Rep.
Division Safety Rep.
Building Manager

PC Sealy
J. W. ...
E. C. ...
for Ed ...

Date:
9/5/91
9/5/91
9/5/91

**BUILDING 29 COMPLEX EMERGENCY PLAN
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I. GENERAL INFORMATION

A. Objectives

1. To prepare building personnel for proper and immediate response to emergency situations.
2. To designate and train a building emergency organization to act during emergencies.
3. To define the responsibilities of the Building Emergency Team.

B. Emergency Organization

1. The Building Emergency Team consists of the Building Manager, the Deputy Building Manager, and the Assistant Building Managers. Names of individuals assigned these duties are listed on the organizational chart on page 21.
2. The Building Manager is in charge during any emergency. In his or her absence, the Deputy Building Manager or other designated Building Emergency Team member assumes the Building Manager's duties. See Section IV for detailed information.
3. Each Assistant Building Manager acts as liaison between the Building Manager and personnel on his or her floor or area. See Section V for detailed information.
4. The discoverer of an incident is in charge of the scene until relieved of the responsibility by a Building Emergency Team member or Professional First Responder.
5. Each Division Director is responsible for
 - a. Planning and reviewing emergency procedures within the division or department.
 - b. Informing division personnel of the Building Emergency Plan.
 - c. Training and orientation of division or department personnel to properly respond to emergencies.

- d. Appointing responsible division or department contacts familiar with the personnel and hazards in each area occupied by the division or department. These contacts, shown on page 21, could be asked to provide information regarding space or personnel (i.e., who, what, how) to the Building Emergency Team or Professional Response Groups, also shown on page 21, during or following an emergency.
6. Each employee who works off-hour schedules must be familiar with emergency procedures since members of the Building Emergency Team are available only during normal working hours.

C. Evacuation Routes and Assembly Areas for Building 29

1. In case of an emergency requiring evacuation of the building, all personnel will proceed to the assembly area using the evacuation routes shown on the floor plans. (Evacuation routes must be kept clear.) Always give way to emergency vehicles when necessary.
2. If the designated evacuation routes are inaccessible, a Building Emergency Team member will direct personnel to use alternate routes.
3. If these assembly areas cannot be used, an Assistant Building Manager will direct personnel to an alternate area.

D. Emergency Notification

1. LBL Public Address (PA) System Emergency Announcements
 - a. The PA system is used to notify all employees of any type of emergency. Such announcements are normally preceded by the Emergency Announcement Signal, which consists of two beeps in rapid succession. Normally, specific instructions will be given defining the action to be taken. Personnel should carry out these instructions under the direction of the Building Emergency Team member in charge of the area.
 - b. These announcements also allow the Building Emergency Team Members to respond prior to the arrival of the Fire Department or Protective Services personnel.
 - c. These announcements may or may not be of concern to Building 29 personnel. Respond accordingly.

D. Emergency Notification (Continued)

2. Building Fire Alarm (Loud Bells)

- a. Fire alarm bells are located throughout the buildings, and the sound is easily heard.
- b. Fire alarms are to warn the occupants of the building of fire or smoke danger requiring all personnel to leave the building IMMEDIATELY.
- c. When the fire alarm sounds, occupants must leave the building by the designated routes shown on the floor plans for the area.
- d. Occupants must remain outside the building until re-entry is authorized by the acting Building Manager or ranking professional response group officer.
- e. The fire bells usually drown out the PA announcement. Respond automatically to the bells.

3. Evacuation Announcement

- a. The Emergency Announcement Signal will be followed by a voice announcement specifying the area to be evacuated.
- b. Upon hearing the emergency announcement, occupants must immediately leave by the fastest (safe) route available according to the emergency plans.
- c. Personnel must remain out of the evacuated area until the Building Manager or other member of the Building Emergency Team authorizes re-entry.

4. Local PA System and Other Alarms

- a. Most buildings or areas have one or more local PA systems. Many buildings have other alarms announcing potentially dangerous conditions. Any of these may be used to alert local occupants to an emergency.
- b. In response to an announcement, personnel must follow the directions of the Assistant Building Manager in charge of the area.

E. Types of Emergencies

A variety of emergency conditions may interrupt the normal functions of the Laboratory. Some may be localized, while others may affect the entire site. The following list indicates which alarm will normally be used to signal each emergency.

<u>Type of Incident</u>	<u>Fire Alarm</u>	<u>LBL PA*</u>	<u>Local PA*</u>
Personal injury		X	X
Fire, explosion	X	X	
Release of toxic or flammable material	X	X	X
Radioactive spills		X	X
Threats to the Laboratory (e.g., bomb threat)		X	X
Earthquake		X	X
Landslide, flood, or water damage		X	X
Impaired access or egress		X	X
Failure of electric power, gas, or water supply		X	
Civil disturbance		X	
Civil alert		X	

Campus and offsite buildings may or may not have LBL or local PA systems.

* If the PA system fails during an emergency, occupants must follow the directions of the Building Emergency Team. Protocol of this Building Emergency Plan will prevail in the absence of official directions.

F. Employee Responsibilities

1. The main purpose of this emergency plan is to decrease the possibility of personal injury to employees of the Laboratory. This cannot be accomplished without the active participation and cooperation of every individual.
2. Each employee will be responsible for
 - a. Knowing the identity of the Building Emergency Team member in charge of the floor where he or she works.
 - b. Having a working familiarity with the emergency plan for that floor.
 - c. Cooperating fully with those in charge.
3. Each Supervisor will be responsible for
 - a. Seeing that employees under his or her supervision are familiar with the emergency plan for the building, particularly the recommended exit routes, assembly areas, and reporting procedures.
 - b. Rendering whatever assistance the person in charge may require during an emergency.
 - c. Maintaining familiarity with the shutdown procedures for all equipment used by those under his or her supervision.
 - d. Knowing the location and use of all safety and emergency equipment on his or her floor or area.
 - e. Keeping his or her employees from re-entering an evacuated area until notified that the area is safe for normal operations to resume.

II. REPORTING AN EMERGENCY

A. To Report an Emergency at Building 29 Complex

Call Extension 7911. LBL emergency services will respond.

If possible, notify the Building Manager.

B. When Reporting an Emergency by Telephone from Building 29

1. Stay calm; speak clearly.
2. Identify yourself.
3. State building address and room number.
4. State the nature of the emergency.
5. State the severity of the emergency.
6. Report any potential danger.
7. Stay on the line until the call recipient hangs up or gives permission for you to do so.

C. Personal Illness or Injury

1. Take first aid measures immediately. If the victim is not breathing or circulation has stopped, or if heavy bleeding is involved, apply first aid at once. Do not delay first aid by leaving the scene to report the injury - CALL FOR HELP. Breathing and circulation must be restored and bleeding stopped.
2. Instruct a bystander to call Ext. **7911** to report the injury and to summon medical aid.
3. Keep crowd away and notify the Building Manager.
4. Upon arrival of trained personnel, follow their instructions.
5. Notify your supervisor as soon as possible after the incident is under control.
6. Know where first aid supplies are located in your building.

D. Fire

1. Report by telephone to Ext. **7911**, or by **fire pull box**. Meet the Fire Department at the pull box and direct the firefighters to the incident location.
2. Clear the area.
3. Notify the Building Manager.
4. Implement firefighting action. Attempt to fight the fire only if it can be done safely with a clear escape route.

E. Smoke or Leaking Gas

1. Report by telephone; call Ext. **7911**.
2. Clear the area if necessary.
3. Notify the Building Manager.

F. Landslide or Water Damage

1. Call Plant Maintenance, Ext. **5481** (ask for CAM 10). If no answer, call Ext. **7911**.
2. Clear the area if necessary.
3. Notify the Building Manager.
4. Do not attempt to disconnect or shut down electrical equipment.

G. Electric Power Failure

1. Report the failure to Ext. **5481** (ask for CAM 10). If no answer, call Ext. **7911**.
2. Notify the Building Manager.

H. Gas or Water: Catastrophic Loss of Flow or Pressure

1. If there is a smell of gas or other obvious imminent danger, call Ext. **7911**.
2. Otherwise, report the failure to Ext. **5481** (ask for CAM 10). If no answer, call Ext. **7911**.
3. Notify the Building Manager.

III. INSTRUCTIONS FOR SPECIFIC EMERGENCIES

A. Emergency Announcement (Bomb Threat Emergency)

The announcement will be made on the the Laboratory PA system identifying the building or area to be evacuated. The announcement will be repeated once.

1. Take lunches, purses, and any personal packages (because these could be mistaken for concealed explosives). LEAVE AT ONCE. Follow posted exit routes. Follow directions of the Building Emergency Team.
2. Move away from the building to designated assembly areas and await instructions.
3. DO NOT RE-ENTER BUILDING until so permitted by the Building Emergency Team Leader.

B. Bomb Threat Received by Telephone

1. Remain calm and listen carefully. Attempt to have another employee present listening on an extension.
2. Attempt to determine the following:
 - a. Exact location of the threat — building, room, floor.
 - b. Exact time threatened action will occur.
 - c. Is bomb disguised, concealed, in the open?
 - d. Kind and size of bomb — fire, dynamite (how many sticks, etc.).
 - e. How did it enter — mail, carried?
 - f. Why was it placed in the Laboratory?
 - g. Identity of caller or person reporting.
 - h. Origin of the call.
 - i. Characteristics of the caller's voice (accent, speech defects, etc.), background noises, etc.

3. It is recognized that some of the above information probably will not be obtained, but an attempt should be made. Notify LBL Protective Services, Ext. **7911**, your supervisor, and the Building Manager immediately.

C. Earthquake

1. Stay calm. If you are indoors, stay indoors; if outside, stay outside. Try to keep others calm. Falling debris around the perimeter of buildings can cause casualties.
2. If inside, avoid falling debris and breaking glass by moving away from tall bookcases, experimental setups, and glass windows. Stand in an inside doorway or inside corner of a room, or crouch under a desk or bench.
3. If outside, move into open areas away from overhead power lines.
4. If in an automobile, stop in a safe, open area away from buildings and overhead power lines.
5. After the earthquake
 - a. **DO NOT** light matches, **DO NOT SMOKE**, and **DO NOT** operate electrical switches or appliances. If a gas leak exists, such actions could cause explosions. Report gas leaks by calling Ext. **7911**.
 - b. Check for fires, spills of hazardous or flammable materials, and ignition sources. Take action where practical.
 - c. Persons in your area may be injured or trapped. Help account for others. Provide medical or rescue help if necessary.
 - d. Be very careful to avoid downed wires, structural hazards, and other obstructions.
 - e. Move into the open after the earthquake is over, but **DO NOT USE ELEVATORS**. Assemble at your building's specified assembly area for a head count. The Building Emergency Team Leader will then report to the command center. Remember, aftershocks or subsequent earthquakes may be more damaging than the initial shock.
 - f. Do not attempt to re-enter the building until permission is given by the Building Emergency Team Leader.

- g. Do not try to leave the main LBL site by automobile. All egress routes have known slide areas, and automobiles will only cause congestion and could impede the movement of emergency vehicles. When roads are open, you will be notified of useable routes.

D. Civil Disturbances

In most instances, advance warning of disturbances will be given by LBL Protective Services. If the disturbance appears to be serious, a decision will be made by the Laboratory Director's Office regarding evacuation of Laboratory personnel and other emergency actions to be taken.

E. Civil Alert

1. LBL Protective Services will be advised of impending disasters, dispersal of radioactive material, fire, storm, flood, or other events or natural phenomena that could endanger life or health or threaten destruction of plant and community facilities, in the following ways:
 - a. NAWAS (National Warning System, through DOE).
 - b. EBS (Emergency Broadcasting System, through commercial broadcasts).
2. Upon receipt of warnings from the above sources, LBL Protective Services will broadcast pertinent information over the LBL PA System and portable broadcasting equipment to reach all sections of the Laboratory.
3. Depending on the nature of the danger and the circumstances in the surrounding community, orders will be given for personnel to take shelter at the Laboratory or to evacuate the area.
4. Following the notification of Civil Alert, departments possessing broadcast receivers should tune to the Emergency Broadcasting System: 640 or 1240 kHz AM radio.

F. Elevators (For buildings without elevators, the following is included for information only.)

DO NOT ATTEMPT TO OPEN THE ELEVATOR DOOR OR TO CLIMB OUT OF THE ELEVATOR; SUCH ACTION COULD BE FATAL.

1. **FIRE.** If you are in an elevator when a fire alarm sounds, push the button for the next floor. When the floor is reached, leave the elevator and exit the building.
2. **MECHANICAL FAILURE.** If you are trapped in an elevator because of mechanical failure, call Ext. **5481** (ask for CAM 10) for assistance. Sit on the floor and wait.
3. **POWER FAILURE.** If the elevator stops because of power failure, remain calm. Call Ext. **5481** (ask for CAM 10) for assistance. Turn the emergency light switch to the low position to conserve the battery. Sit on the floor and wait.
4. **EARTHQUAKE.** A severe earthquake could jam the elevator. Don't panic; call Ext. **5481** (ask for CAM 10) for assistance. Sit on the floor and wait. Safety stops will hold the elevator in place or ease it down. Designated personnel will perform rescue operations.
5. **EMERGENCY PHONE:** Call Ext. **7911**.

G. Release of Toxic or Radiological Materials

Supervisors of groups using equipment and laboratory facilities involving toxic or radiological materials must prepare an Operational Safety Procedure (OSP). See Section VII for a list of OSP's. Copies of all relevant OSP's must be provided to the Building Manager, Fire Department, and the Environment, Health & Safety Division Office.

1. Spill or leak of toxic material
 - a. **EVACUATE THE BUILDING IMMEDIATELY.**
 - b. Report the accident by calling Ext. **7911** and indicate
 - (1) exact location of the accident.
 - (2) type of materials involved, if known.
 - c. Get any contaminated victims into shower or eyewash. Remove outer garments if necessary.

- d. Notify Supervisor and Building Manager if possible.
 - e. REMAIN OUTSIDE THE BUILDING until permission to re-enter is given by the Building Emergency Team Leader.
2. Release of radiological materials
 - a. Immediately EVACUATE AND QUARANTINE the area.
 - b. Immediately ISOLATE AND QUARANTINE individuals possibly exposed to radiation.
 - c. Prevent anyone from entering or leaving the area. Do not enter the area yourself.
 - d. Avoid spreading contamination by restraining possibly contaminated persons from moving around any more than absolutely necessary.
 - e. Call Ext. **7911** and provide the exact location of incident and the material involved if known.
 - f. Notify the EH&S Monitor, Ext. **5251**.
 - g. Notify your Supervisor and Building Manager.
 - h. Follow instructions of emergency personnel.
 3. Release of chemical pollutants

Significant releases of chemical pollutants to the environs must be reported immediately to the EH&S Division, Ext. **5251**, and Ext. **7911**. Types and quantities of material released are very important.
 4. Reporting requirements

Both the Building Manager and personnel involved in a release or discovery of a release of toxic or radioactive material will assist the EH&S Division in preparing required reports.
 5. Material Safety Data Sheets (MSDSs)

See page 21 for the location of the MSDS handbook.

IV. RESPONSIBILITIES AND DUTIES OF BUILDING MANAGER AND DEPUTY BUILDING MANAGER

A. Building Manager Responsibilities and Duties

The Building Manager is appointed by the Associate Laboratory Director for Scientific and Technical Resources and is in charge of emergency preparations and responses of building personnel.

1. Planning and Training Duties

- a. The Building Manager helps develop a Building Emergency Plan and is thoroughly familiar with it. This unique document must be consistent with the Laboratory Master Emergency Plan and provide for special situations that could be encountered in this particular building or complex. A Building Emergency Plan includes
 - (1) General information
 - (2) How to report emergencies
 - (3) Actions to be taken during emergencies
 - (4) Evacuation routes and assembly areas
 - (5) Location of fire extinguishers, hoses, and alarm boxes
 - (6) Responsibilities and duties of Building Emergency Team members
 - (7) Shutdown procedures
 - (8) List of key personnel and phone numbers
 - (9) Location of hazardous areas requiring special attention
 - (10) Location of shutoff mechanisms for building electricity, flammable gases, city water, and other hazardous materials
 - (11) Location of first aid kits
 - (12) Location of MSDS information
- b. The Building Manager appoints a Building Emergency Team responsible for implementation of the Building Emergency Plan. Members of this team are listed on page 21 of this Emergency Plan. The Building Manager, in conjunction with supervisors, is responsible for seeing that personnel are trained to deal with emergency situations.

- c. The Building Manager's operational responsibilities are to
- (1) Maintain and post a roster of Building Emergency Team personnel on bulletin boards throughout the building. A roster with building coverage requirements appears on page 21. This roster will be updated annually by the LBL Emergency Preparedness Coordinator, Ext. 7151, and sent to the Building Manager.
 - (2) Provide a roster of other building personnel who have First Aid, CPR, or fire extinguisher training to each Assistant Building Manager for posting. This roster will be updated annually by the LBL Emergency Preparedness Coordinator, Ext. 7151, and sent to the Building Manager.
 - (3) Periodically arrange for selected personnel to attend First Aid, CPR, and fire extinguisher training classes. Schedule retraining to avoid expiration of certification and to ensure that a trained cadre is always available.
 - (4) Schedule Assistant Building Manager's attendance at Basic Emergency Team Orientation classes offered by LBL's Environment, Health and Safety Division, Ext. 5514.
 - (5) Arrange and implement orientation for key personnel in utility shutdown procedures. The Construction and Maintenance Department, Ext. 6011, will provide orientation.
 - (6) Arrange for orientation of all newly assigned Building Emergency Team personnel on building emergency protocol and procedures. The Emergency Preparedness Coordinator, Ext. 7151, conducts orientation classes as necessary.
 - (7) Conduct periodic meetings with all Building Emergency Team members to discuss potential hazards and to review emergency procedures and coverage.
 - (8) Coordinate building personnel participation in emergency drills.
 - (9) Participate in periodic inspections to determine potential safety hazards. Monitor follow-up action to eliminate or minimize these hazards.
 - (10) Publicize the locations of first aid kits and other necessary emergency supplies.

2. Responsibilities during Emergency Situations

- a. Make certain that all members of the Building Emergency Team are aware of the emergency and that appropriate action is under way.
- b. Supervise evacuation if it is necessary. Record the time when each Assistant Building Manager reports that an area has been completely evacuated.
- c. Verify that each required shutdown procedure is completed.
- d. Act as liaison with the Fire Department and other LBL emergency groups in handling the emergency.
- e. Verify that all required notifications to individuals and departments are made.
- f. When the emergency is under control, determine when personnel can return to the building. (Determination should be made by an official representative of the Fire Department, EH&S, or the Laboratory Director's Office.) Notify all building personnel of this decision.

3. Actions after an Emergency

- a. Meet with the Building Emergency Team and EH&S Division representative as soon as possible to review actions that took place.
- b. Determine if any revision of the Building Emergency Plan is necessary based upon performance and results of the plan during the emergency.
- c. Assist with revision of the plan, if required, and advise the Emergency Preparedness Coordinator, Ext. 7151, to update and publish related documents.
- d. Provide all personnel with a brief description of the emergency and its causes, a critique of actions taken during the emergency, and any subsequent changes to the Building Emergency Plan.
- e. Prepare a report of the emergency incident in accordance with page 2, "Sequence of events," of LBID-1694, Occurrence Reporting. Include observations regarding personnel involved, damage sustained, locations affected, and implementation of emergency plans. Distribute copies of the report to Building Emergency Team members, Division Director(s) responsible for area(s) involved, and the Associate Laboratory Director for Scientific and Technical Resources.

B. Deputy Building Manager General Responsibilities and Duties

The Deputy Building Manager is appointed by the Associate Laboratory Director for Scientific & Technical Resources and assists the Building Manager in emergency preparations and responses of building personnel.

1. General Planning and Training duties

- a. Serves as staff associate for the Building Manager.
- b. Acts for the Building Manager in his or her absence.
- c. Assists the Building Manager to develop and implement emergency protocol and procedures.
- d. Assists in arranging training of Building Emergency Team personnel.
- e. Is thoroughly familiar with the Building Emergency Plan.

2. Responsibilities during an Emergency

- a. If the Building Manager is not present, the Deputy Building Manager acts as Building Manager. See Section IV.A.2. for the Building Manager's responsibilities during an emergency.
- b. If the Building Manager is present, the Deputy Building Manager supervises Assistant Building Managers.

3. Actions after an Emergency

- a. Assists the Building Manager in his/her duties, as outlined in Section IV.A.3.

V. RESPONSIBILITIES AND DUTIES OF ASSISTANT BUILDING MANAGERS

A. Monitoring Responsibilities

1. Screen all personnel working in his or her floor area to identify those with physical disabilities requiring special care during an evacuation. Assign a specific person and alternate to assist each individual with disabilities.
2. Establish a procedure for searching the entire area for complete evacuation. This search should include all possible personnel locations, toilets, boiler rooms, fan rooms, etc.
3. Periodically inspect the floor area to identify and eliminate hazards. If the hazard cannot be corrected by the Assistant Building Manager, report it to the Building Manager with a recommendation for correction. Continue to pursue correction of an unsafe condition until it is resolved.
4. Post a list of personnel in the area who have had first aid, CPR, or fire extinguisher training. A current list, prepared by the LBL Emergency Preparedness Coordinator, should be supplied by the Building Manager. [See IV.A.1.c.(2).]
5. Recommend additional training for personnel as necessary.
6. Become thoroughly familiar with the location of all fire extinguishers, hoses, alarm boxes, first aid kits, and other emergency equipment located in his or her floor area.
7. Know supervisory personnel in his/her floor area and enlist their cooperation.
8. Be thoroughly familiar with the Building Emergency Plan.

B. Actions and Responsibilities during an Emergency

1. Report emergencies according to Section II of this Plan.
2. Search all rooms and other areas in his or her floor area according to prior plan, making certain all personnel have evacuated.
3. Report to the Building Manager that his or her floor area is evacuated.
4. Assist the Building Manager as directed. If assistance is not required, proceed to the evacuation assembly area.

C. Actions after an Emergency

1. Assist the Building Manager in preparing the post-action report by providing input concerning actions in his or her floor area.
2. Recommend changes in the Building Emergency Plan to the Building Manager to solve problems observed during an emergency, training exercise, or drill.

VI. CATEGORIES OF ACCIDENTS

A. Type "A" Accident

1. Any fatal or imminently fatal injury or occupational illness involving DOE or DOE-contractor employees or a member of the public due to an accident or fire associated with DOE or DOE-contractor operation.
2. Any other disabling injury or occupational illness of five or more persons as a result of one occurrence in DOE or DOE-contractor operation.
3. Estimated loss or damage to DOE property or to other property of \$250,000 or more or estimated costs of \$250,000 or more for required cleaning (including decontamination), renovating, replacing, or rehabilitating structures, equipment, or property.

B. Type "B" Accident

1. Estimated loss or damage to DOE property or to other property that ranges from \$50,000 to \$250,000 in those cases in which loss or costs are incurred for cleaning (including decontamination), renovating, replacing, or rehabilitating structures, equipment, or property.
2. An accident involving any vehicle transporting radioactive material.
3. An accident involving shipment of radioactive materials that arrive at the Laboratory damaged to such an extent that the protection of the packaging is substantially reduced.

C. Type "C" Accident

1. Any disabling occupational injury involving an employee.
2. Any DOE or other property damage or loss, resulting from fire or other accidental causes (e.g., wind, hail, flood, explosion, leakage) that exceeds \$1,000 but is less than \$50,000.
3. Any motor vehicle accident involving a government-owned or leased vehicle for which DOE accepts liability, including those obtained from an interagency motor pool.

D. Action To Be Taken

1. Preserve the scene of a Type "A" accident to the greatest extent possible until a DOE investigating team has reviewed the scene. Take the following actions:
 - a. Secure the accident scene, mobile or fixed, to preclude disturbance or alteration by anyone until the DOE investigation team has reviewed the scene.
 - b. Prevent operation, moving, or alteration of equipment or articles involved in the accident, except as essential to the rescue action, until the DOE investigation team has made its examination. (It may be necessary to impound equipment or articles until the examination can be initiated.)
 - c. Take color photographs of the accident scene, equipment involved in the accident (e.g., motor vehicles, ladders, tools, shipping containers), and transient evidence (e.g., pool of liquid, spilled material, or tire marks) immediately following notification of the accident. (Care should be exercised by the photographers or others to avoid disturbing the accident scene.)
2. Any accident should be treated as Type "A" until it is officially identified otherwise by one of the following:
 - a. Laboratory Director
 - b. Associate Laboratory Director, Planning and Assurance
 - c. Associate Laboratory Director, Scientific and Technical Resources
 - d. Division Director, Environment, Health and Safety Division

VII. RELATED OPERATIONAL SAFETY PROCEDURES (OSPs)

OSPs must be prepared by supervisors of each group using equipment and laboratory facilities involving hazardous conditions per LBL PUB-3000, Section 1, Appendix B. A current copy of each required OSP in this building must be maintained by the custodian designated on page 21 of this document.

A. OSP's required for Building 29 are: NONE

**VIII. BUILDING 29 EMERGENCY ORGANIZATION
Building 29**

POSITION	NAME	BLDG./ROOM	LBL EXT.	HOME PHONE
*Building Manager	Ed Lampo	B29A/107	6779	(510) 930-7328
*Deputy Bldg. Mgr.	Enola Carmen	29/229	5130	(510) 568-2715

***Assistant Building Managers**

Name	Room	Ext.
Rich Cobb	29/115C	4018
Charlotte Scales	B29A/102	6981
David Fong	B29B/101	6530

Area Supervision / Contact

Name	Dept./Grp.	Bldg./Room	Ext.
Jacques Millaud	Engr.	29/108	4169
Ed Lampo	MSDS Handbook Engr.	29/100	5115

*Denotes member of Building Emergency Team. See Sections IV and V for detailed description of duties.

IX. EMERGENCY UTILITY SHUTDOWN PROCEDURES

Only authorized and trained employees will shut off main supply valves. Only Maintenance Department personnel will reactivate the systems. LBL Maintenance Department will train authorized personnel. Refer to Section IV.B for additional information.

LBL MAINTENANCE DEPARTMENT TELEPHONE: 5481 (Ask for CAM 10)

UTILITY

Shutoff location
and designation

Authorized personnel
and LBL extension

Possible conditions
requiring shutdown

ELECTRICITY

Bldg. 29

Main CB in Basement
One Main Breaker,
200 Amperes

C&M Ext. **5481**
or
Building 29
Emerg. Team

Broken conduit
Major flooding

NATURAL GAS

Bldg. 29

Main valve located at
center of East side
of Building 29

C&M Ext. **5481**
or
Building 29
Emerg. Team

Broken conduit
Major flooding

WATER

Bldg. 29

Main valve located at
North end of Bldg 29

C&M ext. **5481**
or
Building 29
Emerg. Team

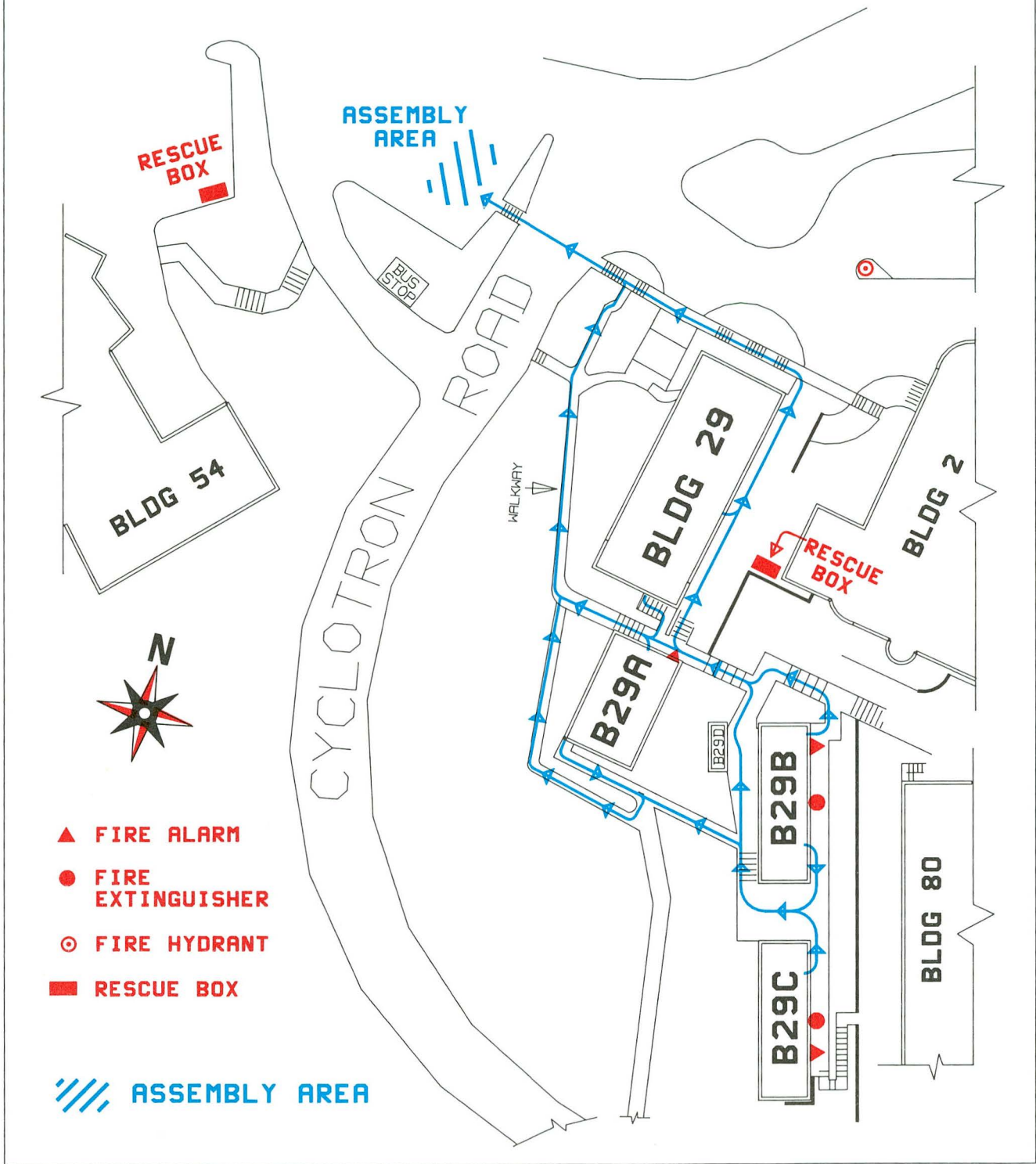
Broken pipe
(Notify Fire Dept.
if sprinklers are
involved)

B29A, B29B, B29C

Block flow preventer valve
under South end of B29C.

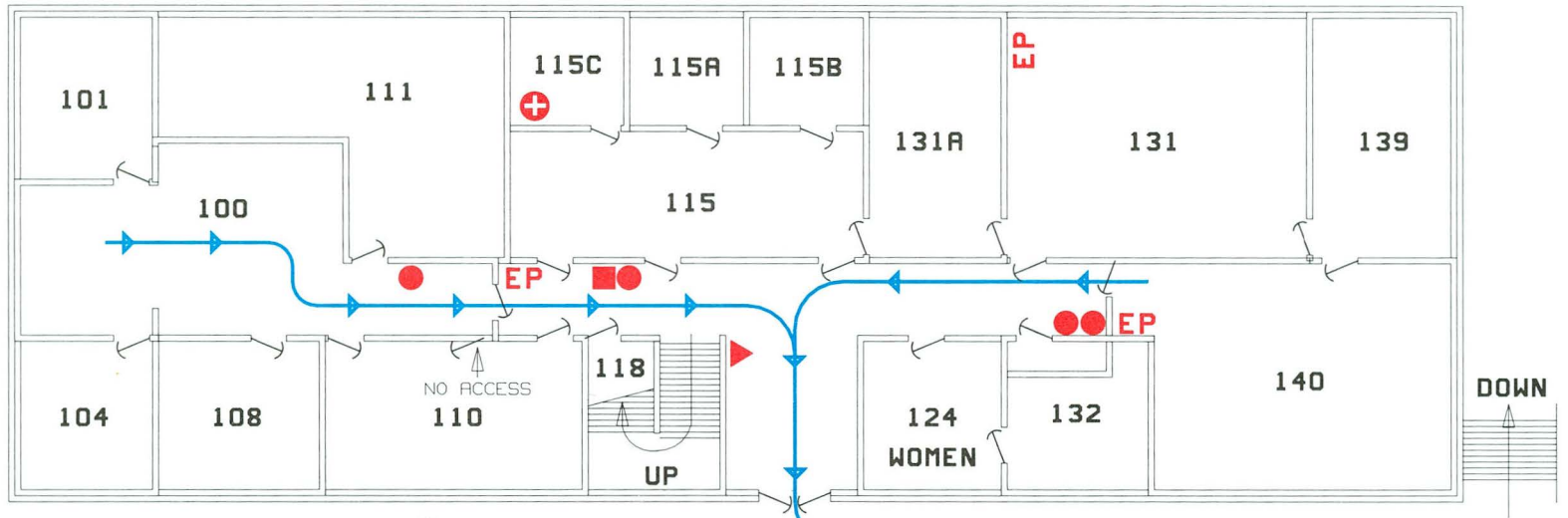
Note: Locations of shutoffs are shown on the area map, Page 23.

BUILDING 29 COMPLEX EVACUATION ROUTES & ASSEMBLY AREA



BUILDING 29 COMPLEX - AREA MAP - 4.26.91

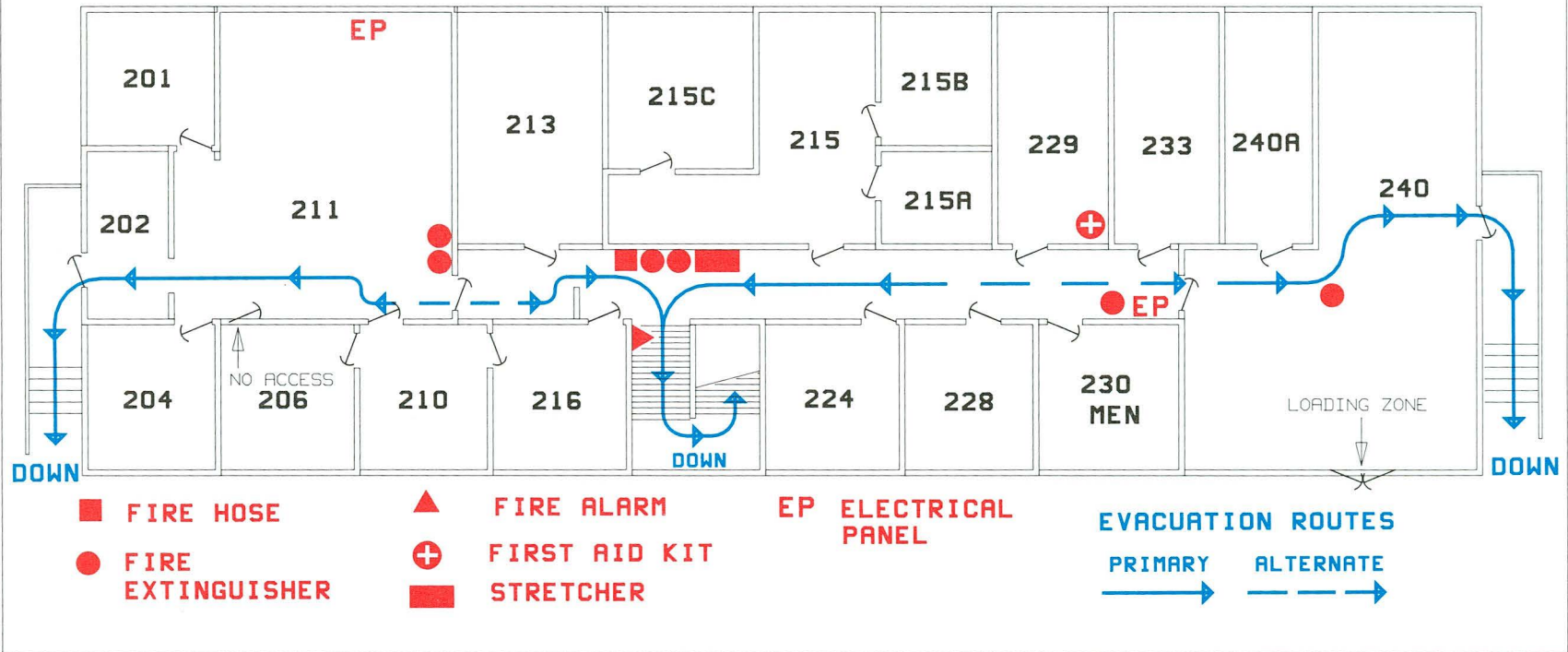
BUILDING 29 - 1ST FLOOR EMERGENCY EQUIPMENT AND EVACUATION ROUTES



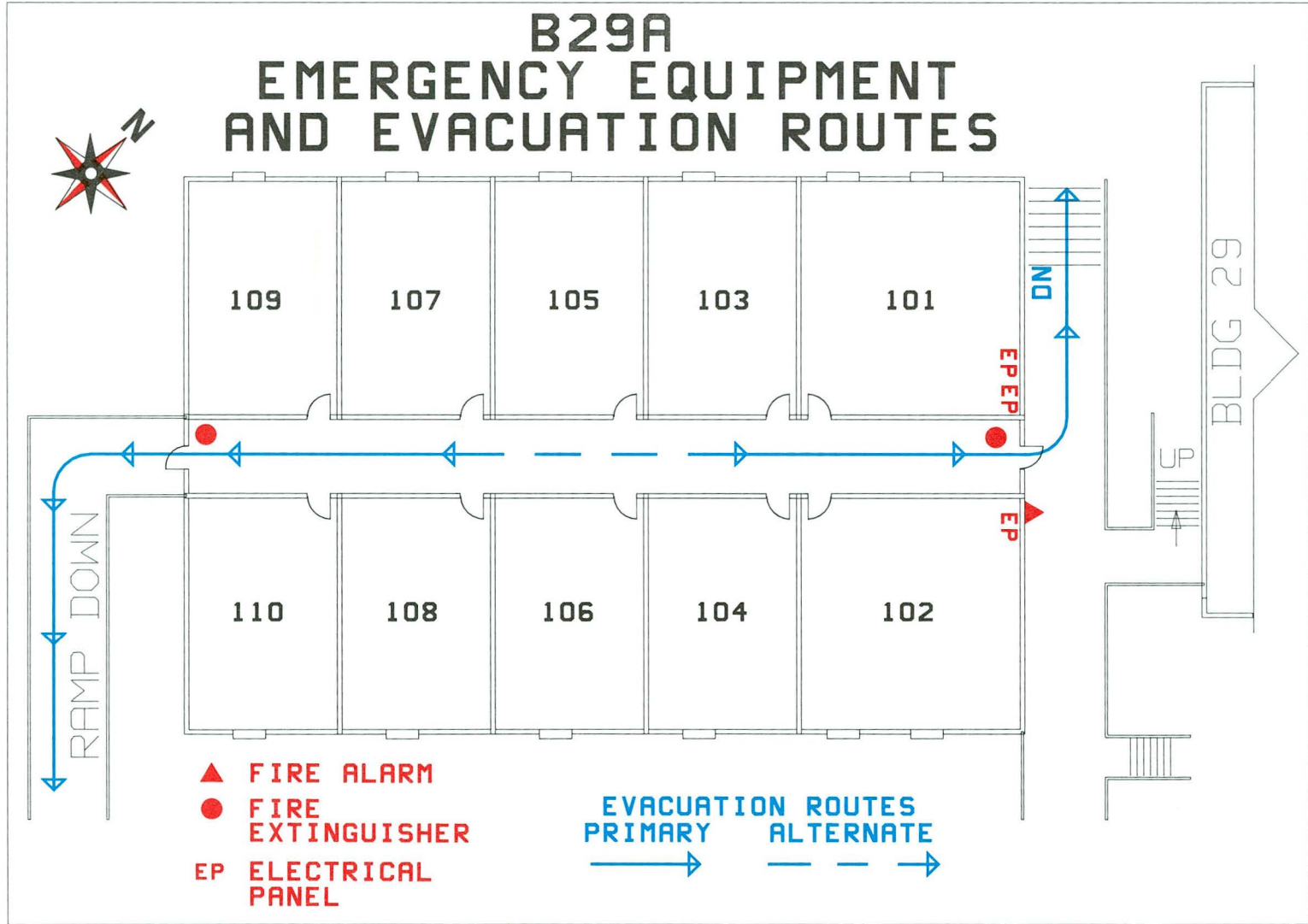
- FIRE HOSE
- FIRE EXTINGUISHER
- ⊕ FIRST AID KIT
- EP ELECTRICAL PANEL
- ▲ FIRE ALARM
- EVACUATION ROUTES PRIMARY

BLDG 29 - f1 - 6.19.90

BUILDING 29 - 2ND FLOOR EMERGENCY EQUIPMENT AND EVACUATION ROUTES

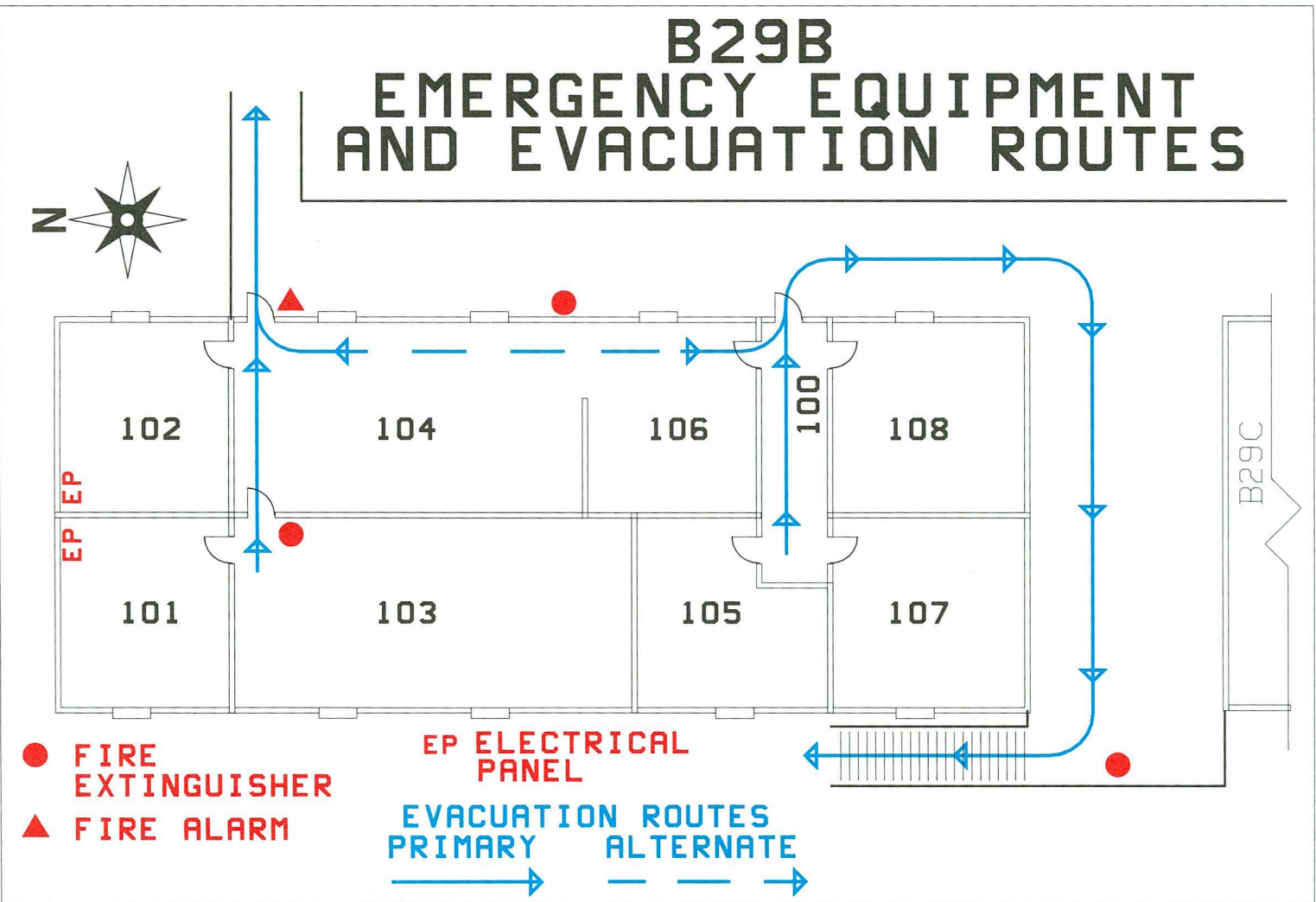


BLDG 29 - f2 - 6.19.90



BLDG 29A - 4.30.91

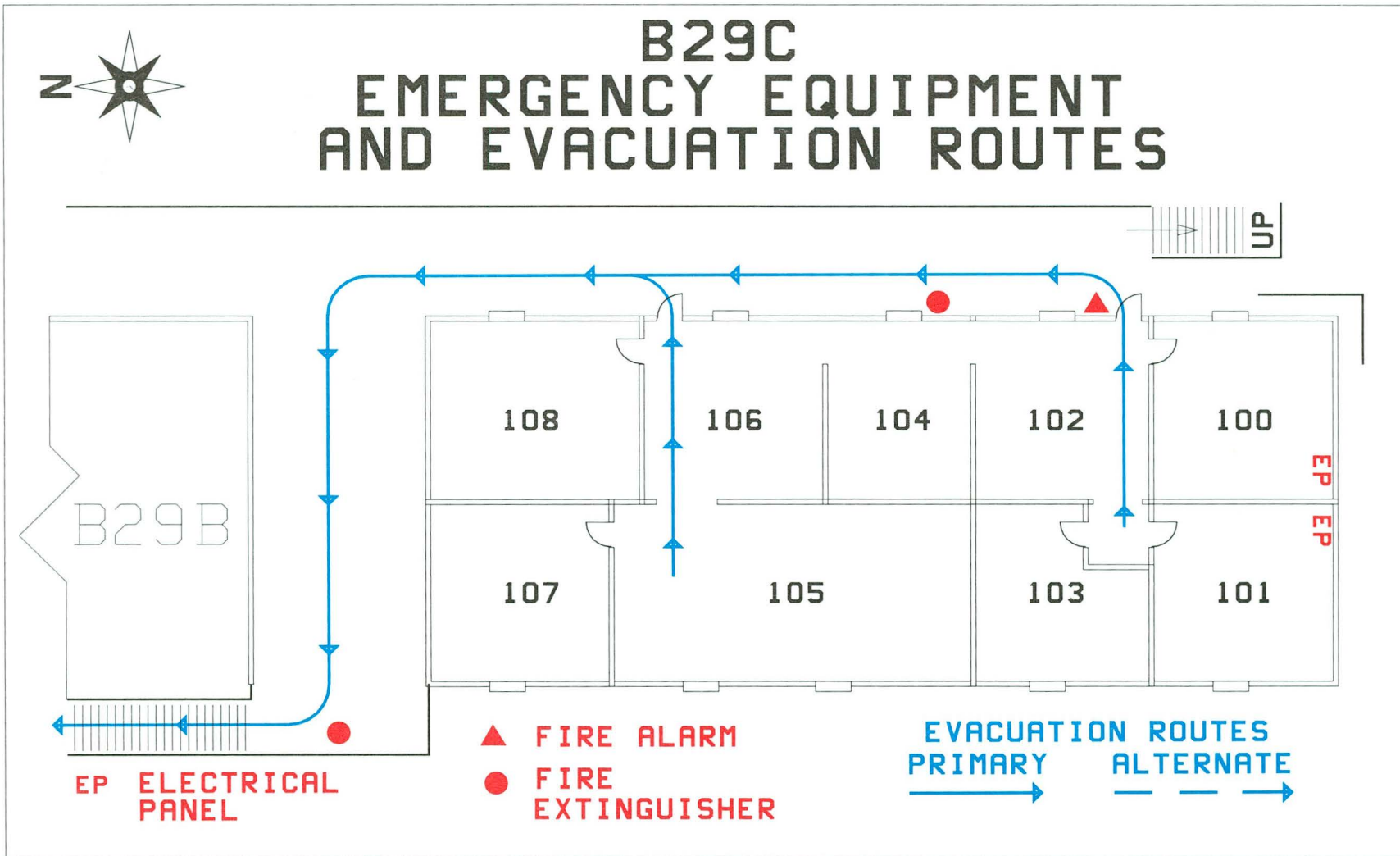
B29B EMERGENCY EQUIPMENT AND EVACUATION ROUTES



BLDG 29B - 6.20.90

9/5/91

BEP Rev 1.03



BLDG 29C - 6.20.90

EVACUATION PROCEDURES

If the Emergency Announcement signal (alternating high-low warble tone followed by voice announcement of area to be evacuated) or a Fire Alarm is sounded:

- **LEAVE THE BUILDING IMMEDIATELY**
- **DO NOT USE ELEVATORS**
- **USE DESIGNATED EVACUATION ROUTES**
- **PROCEED TO OUTDOOR ASSEMBLY AREAS**
- **DO NOT RE-ENTER BUILDING UNTIL AUTHORIZED**
- **FOLLOW INSTRUCTIONS OF EMERGENCY STAFF**

TYPE EMERGENCY	LBL EXTENSION	AGENCY
FIRE	7911	LBL FIRE DEPT.
PERSONAL INJURY		
BOMB THREAT		
LEAKING GAS		
CHEMICAL SPILL	7911	LBL FIRE DEPT.
RADIOACTIVE SPILL	7911	LBL FIRE DEPT.
WATER LEAK	5481 (CAM 10)	LBL PLANT MAINTENANCE
POWER FAILURE		

BUILDING 29 COMPLEX