LABORATORY EMERGENCY PROCEDURE CARDS

EMERGENCY CONTACT INFORMATION

<table>
<thead>
<tr>
<th>Public Safety</th>
<th>Newark/Wilmington Campus Phones 911</th>
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<td>Georgetown/Lewes Campus Phones (9) 911</td>
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<td>From a cell phone (302) 831-2222</td>
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<td>Red Phones in hallways</td>
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Environmental Health & Safety (302) 831-8475

Student Health (302) 831-2226

Poison Information Center (9) 1-800-222-1222

ACCIDENT REPORT INFORMATION

- Accident report forms are available: Online at http://www.udel.edu/ehs/generalhs/indhygiene/injury-reporting.html or contacting your departmental administrative staff

- Please submit completed copy to your departmental Safety Chair

For additional emergency situations please refer to http://www.udel.edu/ehs/generalhs/emergency-response.html
FIRE

- All Fires Must be Reported to UD Public Safety as soon as the area is safely cleared
- Alert others in the area utilizing manual fire pull stations at each exit
- If the fire is small, only use a portable fire extinguisher if
  - The alarms are activated and UD Public Safety is called
  - You are trained to use the fire extinguisher
  - You are accompanied by another person who can assist
- If the fire is large, Do Not Attempt to use a portable fire extinguisher
  - Evacuate the area, closing the door behind you
  - Activate building fire alarm by operating manual fire alarms at each exit
  - Verbally alert others while evacuating the building
  - Leave the building and move to the designated meeting place at least 200 feet away from the building
  - Report to UDPD Command Post to report details (vehicle with flashing green light)
- Persons with disabilities
  - Contact UD Public Safety for emergency response
  - Proceed to Area of Refuge or nearest Marked Exit Stair Enclosure
  - Wait for rescue assistance (Seek a buddy to report your sheltering to UD Public Safety)

LOSS OF ELECTRICAL POWER

- Laboratories: Make processes safe; evacuate and secure building immediately
- All Others: Persons may occupy the building for up to one-hour provided there is sustainable and suitable source of light
- Report All Outages: Facilities 831-1141
- Questions: Call EHS

FIRE & UTILITY FAILURE