

**SCHOOL OF VETERINARY MEDICINE ADDENDUM
to the Approved Plan dated November 17, 1989**

**FIRE EVACUATION PLAN
VETERINARY TEACHING HOSPITAL & CLINICS**

In the event of a fire, regardless of size or severity, immediately telephone the SVM Police Officer on duty, 8-9811, and/or pull the nearest manual fire alarm box handle. Use the sequence which will take the least time. **DO NOT** call the campus fire department as this will only delay a response by the fire department as they will first verify the call with the police.

In the event of a fire, explosion, hazardous spill or leak, releases of flammable or toxic materials, or acts of nature which potentially endanger the lives of humans or animals in the building, the following procedures should be followed:

- A. Phone the police desk at 8-9811.
 1. Calmly state the purpose of the phone call.
 2. Provide the location of the hazard or fire, including the room number or building location.
 3. If known, state the type of fire or other emergency that has occurred.
 4. Indicate if any people are injured or trapped.
 5. Provide information on any special precautions that response personnel should take, if known.
 6. Provide your name.
 7. Let the police officer end the call, thus assuring they have all the information they need.

- B. If the fire can be extinguished or other hazard eliminated without endangering people, individuals should do their best to extinguish or otherwise eliminate the hazard. Chemical spills should be handled by trained laboratory personnel working within the section where the chemical or compound is used, **ONLY IF** such action may be conducted without hazard to the individuals involved. Obviously, each laboratory should be knowledgeable on the proper procedures to handle chemical spills. Personnel should:
 1. Know where fire extinguishers and other safety equipment are located.
 2. Know what type of fire the extinguisher in the area is rated to combat.
 - a. Most laboratories in the building have CO₂ or dry chemical extinguishers.
 - b. Do not use water for most laboratory fires.
 - c. Dry chemical or CO₂ extinguishers should be used for most laboratory fires.
 - d. CO₂ extinguishers are best for electrical equipment fires.
 3. Know how to properly use fire safety equipment.

- C. Evacuation of animals from an endangered area in the building or barns should be carried out **ONLY** if human life will not be threatened. It is important to check with response personnel (fire fighters) if there is any question as to whether animals can be evacuated safely. The fire commander on the scene or the police will be the final authority on this matter.
1. Animals in the hospital that are threatened by fire or hazards should be moved towards or runs in the immediate areas that are protected by fire walls and dampers or be removed from the building on a red fire leash or in a “Cat-Caddy” housed in the emergency cases. Location: Next to S.A. ICU.
 2. If there is a fire in the small animal reception, exam rooms, pharmacy, client wards, or clin/path lab, move the client animals at risk to a safe area, such as the student surgery lab, or to a different ward, or if the owner is still present, have the owner take the animal out of the building.
 3. If there is a fire in the SA ICU, or SA surgery, move the animals to client wards or the surgery lab. Unless the fire is actually in the surgery suite, the surgery teams and animals under anesthesia will continue to the end of the procedure. The monitor will report this situation to the police at the time of the alarm being sounded, to include the names of the surgery team members. The surgery team will be responsible for the care of the animal under anesthesia.
 4. If there is a fire in central supply, research, storage areas, etc., move the animals to client wards or surgery lab.
 5. Moving animals from one area to another will separate the animals from the danger of smoke as well as fire. It is important to check the areas that animals are being moved to in case the fire has spread to the evacuation area. If the entire building is in danger and the fire is not isolated to a particular area, animals should be removed outside the building, using the nearest exit available. If the animals are removed from the building, use the red fire leashes housed in the emergency cases. Location: Next to S.A. ICU.
 6. If it is determined that movement of large animals from one area of the barn to another is not possible due to the amount of time that it would take to complete the process, release the animals from the stalls and herd them into the paddocks outside the barn area.
 7. If there is a fire in the LA surgery, outpatient or radiology areas, move the animals to the barn.
 8. In the case of fire in the barn, reduce the air supply to the area by throwing the main disconnect switch to the exhaust fans, located on the wall outside the equine treatment room. Again, if a small fire can be extinguished quickly, action to extinguish that fire should be taken immediately.

4. To effect the most efficient evacuation of personnel, use the nearest available exit, as depicted in the evacuation plan posted throughout the building. Other actions to be taken include:

1. Laboratory equipment should be shut down, turned off and/or stabilized so that if the building ventilation, cooling, etc., is intentionally or unintentionally shut off, the equipment will not provide and additional hazard by overheating, boiling over or exploding, etc.
2. Turn off all gas and electrical equipment including flame burners and appliances. Leave all room lights on.
3. Close all doors and windows on the way out.
4. Everyone should move away from the building to their designated assembly area. The area monitor is responsible for determining whether all personnel are present or accounted for.
5. Do not block or obstruct road or parking lot access to the building to facilitate the movement of emergency vehicles, equipment or personnel.

E. When everyone has evacuated the building and have met at a predetermined location, the fire monitor for each section will determine if everyone is accounted for.

1. If anyone is missing, notify emergency personnel that someone may still be in the building. Do not leave the predetermined location until authorized to do so.
2. Do not re-enter the building until notified by emergency personnel that it is safe to do so.
3. Whenever an alarm is sounded, it is important to take it seriously and evacuate the building.

F. Emergency response personnel will be met at the scene by SVM representatives. Telephone numbers for these representatives are:

<u>Representative</u>	<u>Office</u>	<u>Home</u>	<u>Representative</u>	<u>Office</u>	<u>Home</u>
Dean Haynes		578-9903 766-7098	Dr. Baker (DLAM)		578-9643 769-3883
Dr. Taboada					578-9536 766-5425
					Dr. Tully (EZHM)
					578-9557 635-3502
Dr. Tully (SA)					578-9557
					635-3502
					Mr. A. Desselle
					578-8795
					751-9867
Dr. Burba		578-9502 642-5749			
Dr. Gill (FA)		578-9574 751-9779			