Building Emergency Action Plan for Non-residential Campus Buildings

Building Emergency Action Plan

Facilitating Emergency Actions on a Building Level
Background

• UW Emergency Response Plan 2010
• May 2011 Tabletop Exercise
• BEAP Reviewed and Recommended for Adoption
  – UW President’s Advisory Council on Safety
    • December, 2011
Building Emergency Action Plan

• Purpose
  – Facilitate (non-resident) building occupant actions during emergencies
  – Provide emergency guidelines to occupants
  – Meet the OSHA requirement 29 CFR 1910.38
  – International Fire Code - Chapter 4

• Scope:
  – All building occupants
Emergencies impact people in buildings

- Building Fires
- Weather
- Shootings - University of Alabama-Huntsville 2010
- Explosions
- Chemical Spill
Emergency Actions

- Evacuation
- Shelter-in-Place
- Seek Secure Shelter
- Avoid Area, Warn Others
Building Fires
Evacuate

Shootings - University of Alabama-Huntsville 2010
Seek Secure Shelter

Weather
Shelter-in-place

Chemical Spill
Evacuate
Avoid area warn others

Evacuation
Shelter in Place
Seek Secure Shelter
Avoid Area Warn Others

Explosions
Evacuate
Responsibilities

• Deans, Directors, and Department Heads
• Building Emergency Coordinators (BECs)
• Work Area Emergency Coordinators
• Environmental Health & Safety (EHS)
• Police Department (UWPD)
• Building Occupants
BEAP Program Implementation

1. Deans, Directors, Dept Heads appoint:
   - Building Emergency Coordinator (BEC) and
   - Work Area Emergency Coordinators

2. BEC reviews information and plan template

3. BEC fills in required portions of plan template

4. BEC submits completed plan to EHS
5. BEC communicates plan to building occupants

6. BEC drills plan
   With assistance from UW EHS and UWPD

7. BEC reviews and updates plan as needed

8. EHS sends annual reminders re plan updates
Building Action Plan Template
Customization to meet individual building requirements

• General information page
  – Building name, date
  – Building and Work Area Emergency Coordinator names
  – Designated assembly areas for evacuation
  – Preferred shelter in place locations

• Appendix A Employee lists
  – for building and employees requiring assistance

• Appendix B Floor plans
  – Evacuation and shelter in place

• Appendix C Research and livestock animals (if applicable)

• Appendix D Post Event/Drill Evaluation
BEAP Roll-Out

1. Communicate plan to major stakeholders
2. Start with 5-6 key buildings on campus for developing BEAPs
3. Assign building and work area coordinators
4. Provide training and information for BECs
5. Reassess BEAP template/process and make adjustments
6. Roll out program to other buildings
7. Recognition of BECs
Preparation Today Can Saves Lives Tomorrow