



Emergency Procedures: Power Outage

If a power outage occurs in your office or building:

- Remain calm.
- Provide assistance to others in your immediate area who may be unfamiliar with the space.
- If you are in an unlighted area, proceed cautiously to an area that has emergency lights.
- If you are in an elevator, stay calm. Use the speed dial button or telephone to alert the University Police at extension 2020.
- If instructed to evacuate, proceed cautiously to the nearest clear exit.
- Planning for such situations includes having a flash light available. Mini flashlights can be kept in purses, jacket pockets and desks.
- Call University Police at extension 2020.
- Initiate power outage protocols for critical operations such as fume hoods.