Facilities Reoccupancy After a Disaster

Responsible Executive: Edward Denton, Vice Chancellor–Facilities Services
Responsible Office: Facilities Services
Contact: Christine Shaff, Communications Director, Facilities Services
          510 643-4793, cshaff@berkeley.edu

Policy Statement

After a damaging earthquake or other disaster, the Chancellor, Vice Chancellor-Facilities Services, or an appropriate designee has discretion to close campus facilities until they are inspected and approved for occupancy in accordance with this policy.

Who Is Affected by This Policy

Everyone at UC Berkeley

Who Administers This Policy

Emergency Response Organization/Emergency Operations Center (EOC)
Facilities Services (FS)
Environment, Health & Safety (EH&S)
Office of Laboratory Animal Care (OLAC)
Residential & Student Service Programs (RSSP)
University Health Services (UHS)
UC Police Department (UCPD)
Why We Have This Policy

The Facilities Reoccupation Group (FROG) was constituted in early 2003 when consideration of the campus business resumption plan raised a question about how quickly damaged buildings could be returned to use. The campus wants to resume teaching and research rapidly yet safely, and recognizes that many faculty members, graduate student researchers, and staff members will be demanding access, especially to laboratory buildings, libraries, and museums. However, it is critical for the campus to clarify responsibilities and procedures for ensuring that structures are safe to enter. At that time, the FROG was asked to:

1) Develop and document campus policies and procedures for evaluating, securing, and reoccupying buildings after a disaster;
2) Establish a step-by-step process for allowing emergency temporary access by faculty and other personnel to buildings posted yellow (Restricted Use);
3) Ensure that all relevant campus units understand their roles and responsibilities in post-disaster facility assessment and reoccupancy.

FROG’s report was issued in August 2004 and disseminated to relevant units for their use.

In 2009, a similar workgroup was assembled by the Office of Emergency Preparedness to review and update the policies and procedures developed in 2004. The Facilities Inspection Team comprised representatives from the following units: Campus Fire Marshal; Continuity Planning; Emergency Preparedness; Environment, Health & Safety; Facilities Services; Residential & Student Services Programs; Risk Management; and Vice Provost-Teaching, Learning, Academic Planning & Facilities. This document is the result of their work.

Responsibilities

Emergency Operations Center:
- Dispatches interdisciplinary facilities inspection teams to all campus-owned facilities, starting with those in which the Emergency Operations Center and Department Operations Centers (DOCs) are housed and then following the priorities listed in Appendix C.
- Makes exceptions to the inspection process as dictated by circumstance.

Vice Chancellor-Facilities Services:
- Acting as Campus Building Official, constitutes interdisciplinary inspection teams of trained personnel from Capital Projects (CP), Physical Plant-Campus Services (PP-CS), EH&S, and RSSP.
- Acting as the Campus Building Official, determines the safety of campus facilities in consultation with other pertinent units. Only the Campus Building Official and/or designees may authorize facility reoccupancy.
- Coordinates needed structural repairs.

Environment, Health & Safety:
- Trains personnel to serve on facilities inspection teams.
UNIVERSITY OF CALIFORNIA, BERKELEY
Policy on Facilities Reoccupancy After a Disaster

- Determines whether hazardous materials present a danger in campus facilities and coordinates clean-up.
- Through the Campus Fire Marshal, evaluates fire and other life safety aspects of each facility’s intended use.
- Evaluates other health and safety issues with input from UHS medical professionals as appropriate.

Office of Laboratory Animal Care:
- Accompanies facilities inspection teams into all animal facilities and consults on safety and use issues.

University Health Services:
- Consults with facilities inspection teams, as appropriate, regarding health and safety issues.

Residential & Student Services Programs:
- Trains personnel to inspect residence halls and dining facilities.
- Assesses the condition of interior utilities of campus residences.

UCPD:
- Either by itself or in cooperation with hired security personnel, secures all facilities while they are inspected, repaired, and cleaned up. Until inspectors approve general occupancy of a building, security personnel will not allow general entry or use of that building.

Procedures

I. Threshold for Activation

After a damaging earthquake or other disaster, the Campus Building Official activates the inspection process by contacting the FS, EH&S, and RSSP departmental operations centers and authorizing deployment of facilities inspection teams. The Chancellor, Vice Chancellor–Facilities Services, or designee decides whether to close campus facilities until they are properly inspected. If the decision is to close campus facilities, UCPD secures them.

Moderate-magnitude earthquakes that affect the campus in localized areas are handled on a case-by-case basis: as directed by the EOC, the FS, EH&S, UCPD, and RSSP departmental operations centers conduct a preliminary survey and/or speak with building occupants to determine whether there is enough damage to warrant a full-fledged inspection.

II. Inspection Priorities

Priorities for inspection are as follows:

1) Primary and secondary EOCs;
2) Departmental operations centers;
3) Campus-owned residential buildings;
4) Facilities that could become shelters; and
5) Animal care facilities.

After that, the situation dictates the order in which facilities are inspected. Quickly certifying lightly damaged facilities for occupancy may be a more efficient use of personnel than extensively inspecting seriously damaged facilities.

III. Evaluators

**A. As Campus Building Official, the Vice Chancellor-Facilities Services is responsible for designating staff qualified to perform structural inspections.**

Only UC staff and contracted consultants certified in ATC 20-2 procedures (see Section IV below) may conduct initial inspections of campus-owned facilities. Training and updated certification qualifies staff people for membership on inspection teams, but does not authorize them to make final decisions about building safety. That authority rests with the Campus Building Official and/or designees with written delegated authority from the Campus Building Official.

**B. The Director of EH&S is responsible for designating individuals qualified to perform hazardous materials inspection and clean-up.**

EH&S determines whether hazardous materials present a risk and coordinates necessary clean-up. Due to insufficient resources, EH&S may need to contract with outside firms to perform most of the monitoring and clean-up. These and other health and safety issues are evaluated with input from UHS medical professionals as appropriate.

**C. The Associate Vice Chancellor-RSSP is responsible for designating RSSP staff qualified to survey RSSP facilities.**

RSSP personnel trained in ATC 20-2 will inspect residence halls and dining facilities and assess the condition of interior utilities at campus residences.

**D. The Director of OLAC is responsible for designating individuals qualified to accompany all inspectors and specialists into animal facilities.**

OLAC personnel should accompany all inspectors and specialists into animal facilities to help them take precautions against dangerous animals and to advise about minimal conditions of habitability. OLAC personnel should, in turn, be advised by inspectors about timelines for reoccupancy so they can evacuate or euthanize animals if necessary. Before a disaster, selected OLAC personnel should be trained in the use of special equipment, such as self-contained breathing devices, so they can enter hazardous facilities without delay.

**E. The Campus Fire Marshal is responsible for designating individuals qualified to evaluate fire and life safety aspects of each facility’s intended use.**

After facilities are deemed safe and appropriate clean-up and repairs are finished, the Campus Fire Marshal evaluates fire and other life safety aspects of the facility’s intended use. The Fire
Marshal’s evaluation is communicated to FS. The Campus Fire Marshal may authorize only parts of a facility for general occupancy, may require special provisions before the facility can be fully occupied (see Appendix B for minimum occupancy criteria), or may review usage other than that for which the facility was originally intended. For example, gymnasiums may become living units for some period of time. The Campus Fire Marshal understands the pressing need for campus facilities to be reopened, and does everything to meet that need by a flexible interpretation of relevant laws.

IV. Evaluation Protocol

Facilities inspection teams are composed of the following:

- Certified ATC 20-2 inspector from FS;
- Staff from PP-CS;
- Qualified EH&S inspector (as needed);
- RSSP or OLAC evaluator (as needed); and
- Fire Marshal or designee (as needed)

The teams inspect facilities in accordance with the priority list in Appendix C unless instructed otherwise by the EOC. The facilities inspection teams cooperate with the FS, EH&S, RSSP, and UCPD departmental operations centers.

Qualified FS personnel and engineering consultants evaluate each facility’s structural soundness, in consultation with EH&S, RSSP or OLAC evaluators as appropriate. PP-CS and RSSP technicians and tradespeople assess interior and exterior utilities and coordinate necessary repairs. FS staff are also available for interior clean-up and repair as appropriate.

In assessing the structural soundness of a facility, inspectors follow the safety criteria spelled out in *Addendum to the ATC 20 Postearthquake Building Safety Evaluation Procedures* (ATC 20-2) used by the California Office of Emergency Services to guide safety assessments statewide. That protocol allows for input from other specialists in determining the overall safety and usability of a building.

To notify the campus of an inspected facility’s condition, the campus has adopted the ATC 20-2 tagging system. Some of the wording on the tags has been amended to more effectively communicate with the local community. Samples of the tags can be found as Appendix A:

Red Tag: UNSAFE. No entry for general public because of visible exterior or interior damage or life safety hazards. Only authorized specialists may enter to analyze damage and reparation.

Yellow Tag: RESTRICTED USE. Parts or all of building unsafe for general public because of suspected contaminants, utility hazards, or structural problems. Entry limited to authorized specialists doing damage analysis, clean-up, or repair.

Green Tag: INSPECTED. Safe for general occupancy. Possible inconveniences but no apparent hazards.
In addition, the campus has added a white tag for use immediately following a disaster to distinguish between facilities that have not been inspected and those that have. All campus-owned facilities are posted by their building coordinator or facilities manager, or campus security personnel, with a white tag reading “This Building Not Yet Inspected.”

White: NOT INSPECTED. The structure has not been inspected and may be dangerous. People who enter do so at their own risk. The building will be posted with an appropriate tag once an inspection has been completed, but until such time, no one should enter for any reason.

Inspection teams will abide by the following protocols:

1) All facilities tagged white will remain that way until they are inspected by an official facilities inspection team.

2) No one should enter, or be directed to enter, white-tagged buildings until they are inspected and cleared for entry. All activities, including classes, are cancelled.

3) All obviously unsafe facilities will be tagged red until they are repaired.

4) All other facilities will be tagged yellow until they are cleared of hazardous materials, utilities are either functional or safely turned off, and the structure has been deemed safe.

5) No facility will be posted green until all appropriate inspectors have cleared it for use.

The implications of the fifth protocol are significant and should be understood by every member of the campus community. Some buildings are inspected first so they may be used by emergency responders (see Appendix C), or because they house people and research animals, while other buildings—even lightly damaged ones—remain inaccessible. Continuity plans should take into account that many buildings may not be usable for at least a day or two.

V. Security

To maximize the safety of the campus community and to protect valuable assets, the UCPD or its contractors either secure all campus-owned facilities or coordinate the steps necessary to ensure security (i.e., erection of fencing). In some cases, repairs may take a few days; in other cases, they may take months or years. Until the Campus Building Official approves the general occupancy of a building, security personnel are not to allow general entry and usage. The security of longer-term clean-up and repair projects may devolve upon the contractors engaged for the projects.

VI. Access Accommodations

For cases in which yellow-tagged buildings hold important academic materials or personal effects, only the EOC may arrange emergency access for faculty, staff, or students. Specifically, at a given time and for a short duration, faculty, staff, or students with an urgent need for entry may be allowed into buildings accompanied by one or more safety specialists, as appropriate.
VII. Reoccupancy

Just as different types of buildings have different criteria for reoccupancy under the Fire Code, it is reasonable to categorize campus buildings according to use and to spell out the reoccupancy criteria for each use. Such an exercise makes the campus better able to assemble different kinds of inspection teams for various buildings, and to make occupancy decisions based on the most comprehensive information.

Appendix B—“Building Uses and Conditions for Occupancy”—was developed to guide campus decisions. It covers conditions for entry by inspectors and other specialists, and sets the minimal conditions for general occupancy. It recognizes three categories of people who may access damaged buildings:

1) **Specialists**—a) inspectors who look at structural and nonstructural damage; 
b) technicians who survey or test for hazardous materials; c) animal care specialists; and d) plumbers, electricians, HVAC (heating, ventilation and air conditioning) specialists, and other tradespeople to deal with utilities and mechanical, electrical, and plumbing (MEP) systems.

2) **Workers**—clean-up and repair workers who ready buildings for full occupancy.

3) **Regular occupants**—under certain conditions, special access accommodations may be arranged for regular occupants of damaged buildings (see Section VI above).

Flexibility may be needed in interpreting the conditions for reoccupancy of many buildings. Every possible building usage has been cross-referenced with all categories of users in Appendix B. FS, EH&S, and RSSP personnel, as well as other inspectors, should consult this matrix in determining the general level of access for each building.

VIII. Policy Implementation

**A. Master List of Team Members**

The Office of Emergency Preparedness keeps an updated master list of all personnel qualified to serve on facilities inspection teams. Each DOC keeps an updated list of its qualified personnel.

**B. Training**

Senior staff in each of the pertinent DOCs (FS, EH&S [including OLAC], UCPD, RSSP, and UHS) are trained by the Office of Emergency Preparedness once a year on the contents of this plan. The Facilities Inspection Teams oversight group should meet periodically to review and revise these procedures as appropriate. Sufficient staff in FS and RSSP should be trained in ATC 20-2 procedures. Faculty, staff, and students should be informed/reminded annually of the provisions of this plan as regards access to damaged facilities.
C. Privately Owned Buildings

Hundreds of campus employees work in leased buildings, mostly in the City of Berkeley but elsewhere as well. Those buildings are subject to the inspection and access regulations of the city they are in, but the campus must do what it can to ensure the safety of the people who work in them. That includes advising them before a disaster that they are expected to follow the local Building Official’s rules. An annual information program should be developed by the Offices of Continuity Planning, Emergency Preparedness, and Real Estate Services to advise employees in leased buildings about safety considerations after a disaster.

Web Site Address for This Policy

http://campuspol.chance.berkeley.edu/policies/facilitiesreoccupancy.pdf

Glossary


Disaster: for purposes of this policy, an unforeseen event or development that causes injury or property damage over a widespread area.

Emergency: for purposes of this policy, an unforeseen event or development that causes or may cause injury or property damage and requires immediate response.

Recovery: the period that starts at stabilization of the emergency and ends when the affected area returns to normal campus governance and operational status.

Related Documents


University of California, Berkeley Office of Continuity Planning: http://ocp.berkeley.edu/

Delegation letter: http://campuspol.chance.berkeley.edu/policies/facreoccdelegation.pdf
APPENDIX A

UC BERKELEY DAMAGE STATUS POSTING TAGS
For Use Following Disaster

The Tags

**WHITE:** This tag is posted as soon as possible after a damaging quake by building coordinators, facilities managers, or security personnel. It indicates that the structure has not been inspected and may be dangerous. People who enter do so at their own risk. The building is posted with an appropriate colored tag once an inspection has been completed. In the meantime, classes are cancelled and no one should enter or be directed to do so.

**RED:** To be posted either upon initial inspection if the building looks seriously damaged, if obvious life safety hazards exist, or after detailed inspection finds the building seriously damaged.

**YELLOW:** To be posted on any building not red-tagged after an initial inspection. The yellow tag remains in place while FS, EH&S, RSSP, and the Campus Fire Marshal are inspecting for hazards or cleaning up and repairing, and hazards still exist.

**GREEN:** To be posted only after authorization by the Campus Building Official and after FS, EH&S, and the Campus Fire Marshal have inspected for all hazards and determined that the structure is safe for general occupancy.

Directions for Using the Tags

The tags included here can function as copy masters. Before a disaster, a supply of each color should be made on appropriate colored paper by each unit with safety assessment responsibilities. Use intense colors—no pastels! Keep the tags in a convenient place for use immediately after a major disaster.
This structure has not yet been inspected and it may be dangerous.

DO NOT ENTER

Classes are cancelled until further notice. No one can be directed to enter this building.

The Campus Building Official must inspect this building before anyone can enter it safely. Once inspected, this building will be posted for appropriate occupancy.

Do Not Remove, Alter, or Cover this Placard by Order of the University of California, Berkeley Building Official
This structure has been inspected and no apparent hazards have been found.

Report any unsafe condition to building coordinator or Facilities Services; reinspection may be required.

Facility Name and Address:

Inspector Comments:

Date:
Time:

(Caution: Aftershocks since inspection may increase damage and risk.)

Inspected by:
PRINT NAME:
SIGNATURE:
If other than University, list agency:

UC Berkeley Facilities Services coordinated inspection of this facility. FS can be reached at:

Do Not Remove, Alter, or Cover this Placard by Order of the University of California, Berkeley Building Official
Structure is at risk to one or more of the following hazards:

- Hazardous Materials / Asbestos
- Mechanical & Building System Failure
- Structural Damage
- Fire Alarm / Life Safety System Failure
- OTHER: ____________________________

Entry is limited to the following Authorized Personnel:

- ENVIRONMENT, HEALTH & SAFETY
- FIRE MARSHAL
- FACILITIES SERVICES--Physical Plant
- FACILITIES SERVICES--Capital Projects engineers & inspectors
- OTHER: ____________________________

Entry and Occupancy are restricted as indicated below:

Facility Name and Address:

Do Not Remove, Alter, or Cover this Placard by Order of the University of California, Berkeley Building Official

Caution: Aftershocks since inspection may increase damage and risk.
This structure has been inspected and found to be unsafe to occupy, as described below:

Facility Name and Address: ________________________________

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

Do Not Remove, Alter, or Cover this Placard by Order of the University of California, Berkeley Building Official
APPENDIX B

UC BERKELEY BUILDING USAGE AND CONDITIONS FOR OCCUPANCY
Following Disaster

The matrix on the following pages summarizes the minimal levels of function required for certain kinds of post-disaster building occupancy: inspection, clean-up and repair, and general public use. The criteria were distilled into the matrix by specialists and regulatory officials in FS, EH&S (including OLAC), and the Campus Fire Marshal’s office. All safety assessment personnel should have copies of the matrix so they can make informed decisions about access and occupancy after a disaster.
<table>
<thead>
<tr>
<th>Tagging Definitions</th>
<th>Intended Building Use</th>
<th>Security &amp; Access Control</th>
<th>Contaminants</th>
<th>Exits</th>
</tr>
</thead>
<tbody>
<tr>
<td>White = Not Yet Inspected. Possible hazards. DO NOT ENTER</td>
<td>Office and Classroom</td>
<td>Inspect and clean-up/repair: secure until cleared by all specialists</td>
<td>Inspect &amp; clean-up/repair: buildings with potential asbestos contamination or lead-based paint will be closed until EH&amp;S establishes requirements for personal protective equipment, medical exams, or other precautions. EH&amp;S must give clearance for gen'l occupancy.</td>
<td>Not needed for inspection.</td>
</tr>
<tr>
<td>Green = Inspected. Certified safe for general occupancy. Possible inconveniences, but no apparent hazards.</td>
<td>Residential (housing and dining)</td>
<td>Inspect and clean-up/repair: secure until cleared by all specialists.</td>
<td>Inspect &amp; clean-up/repair: buildings with potential asbestos contamination or lead-based paint will be closed until EH&amp;S establishes requirements for personal protective equipment, medical exams, and other precautions. EH&amp;S must give clearance for gen'l occupancy.</td>
<td>Not needed for inspection.</td>
</tr>
<tr>
<td>Yellow = Restricted Use. Parts or all unsafe for general occupancy because of suspected problems. Entry limited to authorized specialists.</td>
<td>Daycare Centers</td>
<td>Inspect &amp; clean-up/repair: secure until cleared by all specialists.</td>
<td>Same as Office and Classroom, above</td>
<td>Fully functioning for occupancy AND clean-up.</td>
</tr>
<tr>
<td>Red = Unsafe. No entry by general public because of visible exterior or interior damage. Only authorized specialists may enter to analyze damage and repairability.</td>
<td>Laboratories with hazardous materials (and Tang Center)</td>
<td>Inspect &amp; clean-up/repair: secure until cleared by all specialists.</td>
<td>Inspect &amp; clean-up/repair: buildings with potential radiological, chemical, or biohazard contam. will be closed until EH&amp;S reqs for personal protective equipment, medical exams, and other precautions are followed. EH&amp;S must give clearance for gen'l occupancy.</td>
<td>Not needed for inspection.</td>
</tr>
<tr>
<td></td>
<td>Libraries, Museums (and labs without hazardous materials)</td>
<td>Inspect &amp; clean-up/repair: secure until cleared by all specs.</td>
<td>Inspect &amp; clean-up/repair: areas with potential radiological, chemical or biohazard contamination will be closed until all EH&amp;S reqs are followed. EH&amp;S must give clearance for gen'l occupancy.</td>
<td>Not needed for inspection.</td>
</tr>
<tr>
<td></td>
<td>Assembly (gyms and auditoria)</td>
<td>Inspect &amp; clean-up/repair: secure until cleared by all specialists.</td>
<td>Same as Office and Classroom, above</td>
<td>Not needed for inspection.</td>
</tr>
<tr>
<td></td>
<td>Animal Facilities</td>
<td>OLAC specialist to accompany all inspectors. For clean-up/repair, keep secured until cleared by specialists. For full use, reestablish normal security measures or their equivalent.</td>
<td>Same as Labs with hazardous materials. OLAC specialists must advise on segmented use of a facility. EH&amp;S must give clearance for gen'l occupancy.</td>
<td>Occupancy load determined by Fire Marshal according to exit capacity.</td>
</tr>
<tr>
<td></td>
<td>Utility and Infrastructure (and generator fuel tanks)</td>
<td>Access controlled by FS &amp; Network Services. For full use, reestablish normal security measures or their equivalent.</td>
<td>Inspect &amp; clean-up/repair: EH&amp;S must assess potential contaminants, establish requirements. EH&amp;S must give clearance for gen'l use</td>
<td>Not needed for inspection.</td>
</tr>
<tr>
<td>Building Usage</td>
<td>Electricity</td>
<td>Refuse Removal</td>
<td>Natural Gas</td>
<td>HVAC</td>
</tr>
<tr>
<td>----------------------------------------------</td>
<td>----------------------------------------------------------------------------</td>
<td>-----------------------------------------------------</td>
<td>----------------------------------------------------------------------------</td>
<td>----------------------------------------------------------------------</td>
</tr>
<tr>
<td>Office and Classroom</td>
<td>Not needed for inspection or preliminary repairs by specialists</td>
<td>Not needed for inspection or preliminary repairs by specialists</td>
<td>Full service not required for gen’l occupancy, but there must be no leaks for clean-up and gen’l occupancy</td>
<td>Not needed for inspection, preliminary repairs by specialists, or clean-up. Needed for gen’l occupancy when air conditioning only form of ventilation.</td>
</tr>
<tr>
<td></td>
<td>Back-up or regular power needed for clean-up and repair</td>
<td>Needed during clean-up</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Regular power needed for gen’l occupancy</td>
<td>Some service needed for gen’l occupancy</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Residential (housing and dining)</td>
<td>same as above</td>
<td>same as above</td>
<td>same as above</td>
<td></td>
</tr>
<tr>
<td></td>
<td>same as above</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Back-up or regular power needed for general occupancy</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Daycare Centers</td>
<td>same as Office and Classroom</td>
<td>Not needed for inspection or preliminary repairs, but needed for clean-up</td>
<td>Full service not required for gen’l occupancy, but there must be no leaks for clean-up and gen’l occupancy</td>
<td>Not needed for inspection, preliminary repairs by specialists, or clean-up.</td>
</tr>
<tr>
<td></td>
<td>Full service not required for gen’l occupancy, but needed for clean-up</td>
<td>Some service needed for gen’l occupancy</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Laboratories with hazardous materials</td>
<td>same as Office and Classroom</td>
<td>same as above</td>
<td>same as above</td>
<td></td>
</tr>
<tr>
<td>(and Tang Center)</td>
<td>same as above</td>
<td>Heavy duty removal of contaminants may be needed during clean-up.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Full service not required for gen’l occupancy</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Libraries and Museums</td>
<td>same as Office and Classroom</td>
<td>Not needed for gen’l occupancy</td>
<td>Full service not required for gen’l occupancy, but there must be no leaks for clean-up and gen’l occupancy</td>
<td>Not needed for inspection, preliminary repairs by specialists, or clean-up. Needed for gen’l occupancy when air conditioning only form of ventilation.</td>
</tr>
<tr>
<td>(and labs without haz mat)</td>
<td>same as Office and Classroom</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Assembly (gyms and auditoria)</td>
<td>same as Office and Classroom</td>
<td>Some service needed for gen’l occupancy</td>
<td>Same as above</td>
<td>Not needed for inspection, preliminary repairs by specialists, or clean-up. Needed for gen’l occupancy when air conditioning only form of ventilation.</td>
</tr>
<tr>
<td>Animal Facilities</td>
<td>same as Office and Classroom</td>
<td>Sealable bags and cold storage needed for carcasses if no refuse removal for a few days</td>
<td>Full service not required for gen’l occupancy, but there must be no leaks for clean-up and gen’l occupancy</td>
<td>Not needed for inspection by specialists. May be needed in some areas for clean-up and repair. Depending on weather, H or AC may be needed to sustain animal life. Needed in BL3 areas and for gen’l occupancy.</td>
</tr>
<tr>
<td></td>
<td>Needed ASAP for bedding--autoclaved first in BL2 and BL3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Some service needed for gen’l occupancy</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Utility and Infrastructure</td>
<td>same as Office and Classroom</td>
<td>Not needed for gen’l occupancy</td>
<td>Same as above</td>
<td></td>
</tr>
<tr>
<td>(and generator fuel tanks)</td>
<td>same as Office and Classroom</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Same as above</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Building Usage</td>
<td>Fire Alarm</td>
<td>Fire Suppression System</td>
<td>Drinkable H2O</td>
<td>Sewer</td>
</tr>
<tr>
<td>------------------------------------</td>
<td>------------</td>
<td>-------------------------</td>
<td>-------------------------------------------------------------------------------</td>
<td>------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Office and Classroom</td>
<td>In high-rise—operational for gen'l occupancy</td>
<td>In high-rise—operational for gen'l occupancy</td>
<td>Not needed for gen'l occupancy when bottled water is available</td>
<td>Not required for gen'l occupancy when portapotties are available</td>
</tr>
<tr>
<td></td>
<td>in low-rise—operability not required</td>
<td>in low-rise—operability not required</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Not needed for inspection or clean-up</td>
<td>Not needed for inspection and clean-up</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Residential (housing and dining)</td>
<td>In res. halls and apts—operational or approved fire watch to allow sleeping</td>
<td>In res. halls and apts—not needed for occupancy if alarm system fully operational in dining halls—operational if cooking equipment being used.</td>
<td>Not needed for gen'l occupancy when bottled water is available</td>
<td>Not required for gen'l occupancy when sufficient portapotties or equivalents are available</td>
</tr>
<tr>
<td></td>
<td>In dining halls—operability not required</td>
<td>In dining halls—operational or approved fire watch to allow sleeping</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Not needed for inspection or clean-up</td>
<td>Not needed for inspection or clean-up</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Daycare Centers</td>
<td>Not needed for inspection or clean-up</td>
<td>Not needed for inspection or clean-up</td>
<td>Not needed for gen'l occupancy when bottled water is available</td>
<td>Not required for gen'l occupancy when portapotties are available</td>
</tr>
<tr>
<td></td>
<td>Operational for gen'l occupancy</td>
<td>Operational for gen'l occupancy</td>
<td>Hand washing stations or hand sanitizers recommended</td>
<td>Hand washing stations or hand sanitizers recommended</td>
</tr>
<tr>
<td>Laboratories with hazardous materials (and Tang Center)</td>
<td>Operational for gen'l occupancy</td>
<td>Operational for gen'l occupancy</td>
<td>Needed for general occupancy. (for eyewash showers)</td>
<td>Not required for gen'l occupancy when there are alternate means of disposing of gray water</td>
</tr>
<tr>
<td></td>
<td>Not needed for inspection or clean-up</td>
<td>Not needed for inspection or clean-up</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Libraries and Museums</td>
<td>Not needed for gen'l occupancy, clean-up or inspection</td>
<td>Operational for gen'l occupancy</td>
<td>Not needed for gen'l occupancy</td>
<td>Not required for gen'l occupancy when portapotties are available</td>
</tr>
<tr>
<td></td>
<td>Operational for gen'l occupancy</td>
<td>Not needed for inspection or clean-up</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Assembly (gyms and auditoria)</td>
<td>Operational for gen'l occupancy</td>
<td>Operational for gen'l occupancy</td>
<td>Not needed for gen'l occupancy when bottled water is available</td>
<td>Not required for gen'l occupancy when portapotties are available</td>
</tr>
<tr>
<td></td>
<td>Not needed for inspection or clean-up</td>
<td>Not needed for inspection or clean-up</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Animal Facilities</td>
<td>Not needed for inspection or clean-up. Alarm or approved fire watch needed for gen'l occupancy</td>
<td>Not needed for inspection or clean-up. Alarm or approved fire watch needed for gen'l occupancy</td>
<td>For animal clean-up, some non-drinkable water needed.</td>
<td>Not needed for gen'l human occupancy when portapotties available</td>
</tr>
<tr>
<td></td>
<td>Operational for gen'l occupancy</td>
<td>Operational for gen'l occupancy</td>
<td>Not needed for gen'l human occupancy when bottled water available.</td>
<td>Required for use of BL3</td>
</tr>
<tr>
<td></td>
<td>Not needed for use, clean-up or inspection</td>
<td>Not needed for use, clean-up or inspection</td>
<td></td>
<td>Required for cage sanitation in 2-3 weeks.</td>
</tr>
<tr>
<td>Utility and Infrastructure (and generator fuel tanks)</td>
<td>Not needed for use, clean-up or inspection</td>
<td>Not needed for use, clean-up or inspection</td>
<td>Not needed for gen'l occupancy</td>
<td>Not required for gen'l occupancy when portapotties are available</td>
</tr>
</tbody>
</table>
APPENDIX C

BUILDING INSPECTION PRIORITIES

The order of inspection for campus buildings is as follows:

1) Primary EOC—Barrows Hall
2) Secondary EOC—Tang Center
3) All buildings that house DOCS
   a. EH&S—Hazardous Materials Facility, University Hall
   b. FS--2000 Carleton
   c. UHS—Tang Center
   d. UCPD—Sproul Hall basement, Barrows Hall
   e. RSSP—2610 Channing, 2650 Haste
   f. Information Services & Technology—Warren Hall
   g. Public Affairs—2200 Bancroft
   h. Human Resources—Alumni House
   i. Chancellor’s Emergency Policy Group—California Hall
4) All residence halls and Crossroads, Foothill Dining, Clark Kerr Dining, and Café Three
5) Buildings that could be shelters, e.g., MLK Student Union, Recreational Sports Facility, Haas Pavilion, Hearst Gym
6) Animal care facilities

The EOC manages the inspection of all other buildings as circumstance dictates, and may change priorities if necessary.