

Campus Safety Policy  
Gas Leaks (Natural) Emergency  
Procedures  
Policy Number: Safety 35  
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## Gas Leaks (Natural) Emergency Procedures

### REPORTING BROKEN GAS LINES AND NATURAL GAS LEAKS

- A. For UNMC buildings follow these procedures:
1. Contact Security Dispatch at 9-5555 and describe the magnitude of the leak, building(s) affected and source (if known). If you smell gas, evacuate all personnel from the building immediately without turning on/off any lights or other power devices.
  2. UNMC ALERTS
    - a. Active UNMC ALERT "5555-ALERT" Group
    - b. Send UNMC ALERT Using "CAMPUS EMERGENCIES - Major Incidents or Life Threatening" Guide – Tell people in building to evacuate others to avoid area.
  3. Campus Security Dispatcher will contact the following to respond to the scene During Normal Business Hours (M-F 8:00AM - 4:00PM):
    - Security Officers
    - Omaha Fire Department Dispatcher (911)
    - UNMC FMP Plumbing Shop Foreman
      - Pager – 402-888-1935 Cell – 402-981-7302
    - UNMC FMP Maintenance Shop Foreman
      - Pager – 402-888-1407 Cell – 402-981-7216
    - MUD (402-554-7777)
    - Safety - Cell – 402-250-0436Other than Normal Business Hours (After hours):
    - Security Officers
    - Omaha Fire Department Dispatcher (911)
    - Central Utilities 9-4050
    - MUD (402-554-7777)
    - Safety - Cell 402-250-0436
- B. For any event occurring on the hospital or UNMC campus, Security Dispatch will:
- Contact the Omaha Fire Department Dispatcher (911) and ascertain at which entrance the fire department will arrive.
  - Contact other campus authorities and/or other personnel as required by their emergency procedures or as requested by Security Officers on scene.
4. Campus Security will establish a safe perimeter away from the building or gas source until the Omaha Fire Department and MUD arrive. Security will consult with the fire department incident commander to establish a safe perimeter around the building(s) or source of the leak (if known).

5. UNMC Plumbing Shop personnel, or facilities maintenance personnel after hours, will respond to the scene with gas detection instrumentation and determine if evacuation is required. UNMC Plumbing and/or Maintenance personnel will respond to The Nebraska Medical Center campus incidents with the gas detection meter and will assist Hospital Facilities Management personnel. Hospital personnel will be responsible for shutting off the gas valves to The Nebraska Medical Center owned buildings.
6. Evacuation will be required when the lower explosive limit (LEL) is at or above 20% anywhere inside the building or surrounding area or upon direction of the fire department incident commander.
7. UNMC plumbing shop personnel, facilities maintenance personnel after hours or hospital facilities personnel (for non-UNMC buildings); will determine if the gas supply to the building should be shut off. (MUD policy states that we cannot shut off valves in the street. UNMC/Hospital personnel can shut off the gas at the building gas meter and/or interior valves.)
8. IF EVACUATION IS REQUIRED:
  - Campus Security will activate the building fire alarm system as needed to alert occupants that an emergency exists.
  - Campus Security will assist with evacuation procedures.
  - MUD must be present before gas service can be restored to a building. MUD will coordinate any “re-lighting” activities required.

Note: Omaha Fire Department response: Only the Battalion Chief and Hazardous Materials team carry combustible gas meters - Their presence at the scene is determined by the magnitude of the gas leak. Once the Omaha Fire Department is on site, they determine the safety perimeter and when it is safe to reoccupy the building.