



In the Event of a Power Outage

Building Emergency Directors, Floor Wardens and Building Occupants - Instructions

1. If a power outage has occurred, consider exiting the building. Note: Emergency lighting may be battery powered and will only last 30 minutes. (There is a backup generator for the BBC so this should not be an issue). Lights may slowly dim and turn off making egress difficult. Consider other items like time of day and year.
2. If evacuation is determined necessary, due to a fire alarm or other emergency, urge people to remain calm and evacuate in a quick and orderly manner. Follow your Building Emergency Response procedures.
3. Use the stairway to evacuate; DO NOT use the elevator(s). WALK, DO NOT RUN. See Note 1.
4. Call Building Operations Service Centre: 604 822 2173.
 - a) State your name
 - b) Provide the building name of where the power outage is located and the nearest intersection.
 - c) Provide information about the power outage:
 - **WHERE:** floor number, room number
 - **WHEN:** When the power was lost, how long has emergency lighting been activated?
 - **OTHER INFORMATION:** Are there any dangers associated with the loss of power?
5. Building Operations Service Centre will dispatch appropriate staff weekdays from 7:30am – 4:30pm. Before or after these times, crews may need to be called in which will add to delays of power restoration.
6. For large scale outages (affecting multiple buildings) Energy & Water Services staff will be automatically notified through computer generated messaging and will respond immediately.
7. For any total building outage, all admin staff will be updated at regular intervals, via email and SMS texts, as to the expected restoration times. Restoration times can vary up to two hours.
8. For outages affecting small areas or portions within a single building, local admin will be updated through the Facility Manager.
9. Researchers that have -80 degree freezers should not open any freezers and plan to obtain dry ice in case of outages that could last greater than 4 hours.
10. Once power has been restored to your facility, wait at least 5 minutes before entering the building to confirm power stability.
11. Once power has been restored, all admin staff will receive confirmation via email and SMS texts or through their Facility Manager.

Note 1: Appendix 6: Elevator Upgrade Project, provides information on the elevator upgrades occurring across campus in efforts to meet the requirements of the Safety Code for Elevators and Escalators. In an emergency, elevators are not to be considered the primary mechanism for egress.

NOTE: Please see Beaty Biodiversity Manual for more detailed information on the public museum power outage procedures.