

# CAMD/LSU Procedure

Doc. ID: EM-PR-0001-001.doc

## Emergency

Date: 2005/10/28

1. **Safety is the responsibility of all** working at CAMD.
2. **Display this document** at all beamlines, hutches, control room, laboratories and cleanrooms.
3. **Report all unsafe acts or processes** immediately to the CAMD Safety Office, by dialing 8-4616 from any facility phone or by paging the CAMD Safety Officer at: 952-5892
4. **Injuries** must be reported if medical intervention (physician) is or has been required. Fill out accident report form downloadable from the CAMD web page and bring to Room 112 of the CAMD Office building within 24 hours of incident. During working hours seek medical attention at LSU student health center.
5. In a medical **emergency**, fire or explosion, **dial 911** from any facility phone. This connects you directly with LSU campus police – describe the emergency and campus police will dispatch the correct responder.
6. If **Evacuation** is required **pull the nearest fire alarm and call 911**. There is an exterior phone located at the door of the receiving area. Fire alarm pull stations are located on both sides of the main entrance to the experimental hall, at each emergency exit from the experimental hall (i.e. at every 120<sup>0</sup>) and in the control room. Pulling the alarm immediately notifies the LSU police. A follow-up phone call is necessary (dial 911 to reach Campus police) to more fully describe the nature of the emergency.
7. In addition to pulling the fire alarm to initiate the evacuation an **Evacuation Announcement** must be made using the PA system located in the control room unless to do so would seriously endanger your life.
8. All **evacuees** should **meet in the front parking** lot near the receiving area. If this area is deemed unsafe, meet at the gate of the CAMD facility at the Jefferson Highway entrance.
9. **During an emergency, secure the accelerators** unless to do so could impair your ability to safely evacuate.
10. **Fire extinguishers** are located in each beamline hutch and at every 65 feet (20 meters) along the outside perimeter of the experimental hall. To use, **pull the cotter pin** from the handle, **point nozzle** to desired area and **squeeze** the handle. CAMD safety can provide training for fire extinguisher use.
11. During a **chemical spill** or accidental chemical exposure, remove all personnel to the evacuation area unless attempting to reach an individual would endanger your health. Following the “**Two-Person**” policy as described in GS-PO-0001-001.doc ensures help will always be available for such emergencies.
12. For information on how to handle **specific chemical emergencies** go to the CAMD web page: [www.camd.lsu.edu](http://www.camd.lsu.edu) and **double click the Safety-MSDS button** to access the MSDS system with its searchable index. Chemical use forms are posted at each beamline.
13. If someone has **collapsed** in the cleanroom from suspected chemical exposure, **do not enter** the cleanroom. To do so may endanger your life. **Call 911** from any facility phone.
14. During a **medical emergency**, check whether the person is **breathing** and whether the person has a **pulse**, then **call 911**. If you are trained in first aid and/or CPR, you may, at your discretion, initiate emergency procedures. The AED is located in the beige cabinet on the hall side of the door to main office building.

**IN ALL INSTANCES AVOID BECOMING A VICTIM YOURSELF  
YOUR SAFETY IS THE SINGLE HIGHEST PRIORITY**

\_\_\_\_\_  
Date \_\_\_\_\_  
Franz-Josef Hormes  
CAMD Director

\_\_\_\_\_  
Date \_\_\_\_\_  
Marie-Lorraine Marceau-Day  
CAMD Safety Officer