

Emergency Response

To prevent accidents and emergency incidents, all personnel are responsible for **stopping any work activity considered an imminent danger**, defined in **RPM Stop Work Policy** as any condition or practice that could reasonably be expected to cause death or serious injury, or environmental harm.

In the event of an emergency, personnel should take immediate steps to protect themselves and others and summon aid:

For any life-threatening event call 911 from any phone. A call to 911 is the best way to summon police, fire, hazmat, or medical response. (NOTE: The old 7911 LBNL emergency number is no longer necessary but still works from LBNL landline phones. 7911 calls transfer automatically to 911.) If the call is made from a **Lab phone**, it will go to the **University of California Police Dispatch** (along with the building and office location). University of California Dispatchers are familiar with the lab and will understand lab building numbers. They can dispatch police, fire, and medical emergency responders. If you need fire or medical services they will transfer you to the Alameda County Regional Emergency Communications Center (ACRECC). These personnel will further assist with any medical treatment and provide guidance until Alameda County Fire Department (ACFD) reports to the scene.

If you call **911 from your cell phone**, your call will go to a **California state dispatch center**. These dispatchers are not familiar with our building system and will not understand things such as, “I am in Building 58 at the lab” or “I am at ALS”. It is important to give instructions as to location (1 Cyclotron Road). These calls will still activate emergency responders.

When calling 911, please be prepared to provide:

- **Nature of the event/emergency.**
- **Physical address of the emergency.**
- **A call-back number.**
- **Approximate age of patient.**
- **Is the patient conscious?**
- **Is the patient breathing?**

If you call 911 from a cell phone or off-site location, follow up with a call to 510-486-6999 so that LBNL Emergency Management is aware of the incident.

For non-life-threatening incidents, such as minor accidents, small hazardous materials incidents, or minor security incidents, call **ext. 6999 from a Lab landline phone or (510) 486-6999 from a cell phone or off-site phone** to reach the **24/7 Security Operations Center (SOC)** to report incidents or seek assistance.

All accidents, on-site or off-site during official travel, must be reported to the injured person's **supervisor** and **LBNL Health Services (510-486-6266)**. Health Services is located in Building 26, and is usually open between 7:30 a.m. and 4:00 p.m. on regular business days. Report all after-hours injuries to Health Services during the next regular business day. Due to security concerns and lack of encrypted email, please do not email any personal health information to Health Services. All health information can be mailed, hand-delivered or faxed to (510) 486-7192.

For minor injuries after-hours, a first-aid box is located outside the entrance to Building 26 and is accessible with your Berkeley Lab ID badge. If you use a disaster/trauma first aid kit from your building, please inform a Building Emergency Team member, so they can re-stock the kit.

Personnel at the accident /incident scene are responsible for helping to **preserve the scene** by not moving items or initiating corrective actions prior to the investigation, except as immediately necessary to prevent further injury or render emergency assistance. Personnel participate in incident reviews as requested by the incident investigator. See **ESH Manual Chapter 5 Injury Response and Review** for detailed information about the incident review process.

Refer to the **Emergency Guide** for detailed instructions on how to respond to various types of emergency. This Guide is available on line at: https://drive.google.com/file/d/1b0pu5_8KZpHMbAx43fzbkBWpyb_JfSkA/view and posted as a multi-color flip chart on walls throughout ATAP. (The current edition has a blue Site Map tab at the bottom.)

Everyone needs to be familiar with the three primary **Protective Actions** we may be asked to perform:

- **Evacuation:** Follow the instructions of Building Emergency Team members. They will lead you to an on-site or off-site assembly location. In the event of a rapidly approaching wildfire, you may be directed to the nearest Safe Area For Emergencies (**SAFE**) building.
- **Shelter in Place:** To minimize exposure to an uncontrolled airborne release of hazardous material, each building has one or more designated **Shelter Rooms** where air intake can be restricted.
- **Lockdown:** For security emergencies, personnel may be directed to come inside and lock doors to prevent intruders from entering.

If an **active shooter** situation occurs, evaluate the situation and decide if you can safely

- 1) **Run** - leave the area and call 911 to report;
- 2) **Hide** - lock/block doors and stay out of sight, or, as a last resort
- 3) **Fight** - deploy fire extinguisher, heavy objects, or group effort for defense.

To receive current information about emergencies at LBNL, ATAP personnel are encouraged to sign up at <https://commons.lbl.gov/display/itdivision/LabAlert+>

[+Emergency+Broadcast+Service](#) for the **LabAlert** emergency broadcast service. Information about LBNL status is also found at <http://status.lbl.gov/> and 1-800-445-5830.

Emergency Preparedness and Continuity of Operations

Each LBNL Building has a **Building Emergency Team** and a **Building Emergency Plan**, which is maintained by the Building Emergency Team leader. During the COVID-19 pandemic, Building Emergency Teams may not be present on site. All employees are responsible for consulting with their Supervisor and Activity Leads to understand the Protective Actions applicable to their work areas, including evacuation procedures and Emergency Assembly Areas.

LBNL may be subject to full or partial closure due to external emergency events, such as Public Safety Power Shutdowns (PSPSs), pandemic response, approaching wildfires, civil unrest in Berkeley, etc. The time available to shut down and leave the site varies from a few days to immediate. The duration of shutdowns is not always predictable. To prepare for these events, it is important that:

- All ATAP equipment have procedures available for safe shutdown, and more than one person who is trained to safely shut down the equipment.
- All computers have their information backed up on-line or at a separate location.
- ATAP personnel consider and discuss with their supervisors whether they have the resources needed to continue performing some work at home or in a safe alternative location during the duration of the shutdown.

All ATAP personnel are encouraged to keep a “go-bag” of essential personal supplies that may be needed to maintain their health and safety during an emergency and to help them evacuate safely.