



PennState

Environmental Health and Safety

Research East Building
Mechanical Engineering/EMS Energy Institute
The Pennsylvania State University

Emergency Phone Numbers

EMERGENCY (Police-Fire-Ambulance) 911

University Police 814-863-1111

University Health Services 814-865-6556

Environmental Health and Safety (814) 865-6391

Physical Plant Work Reception Center 814-865-4731

The Pennsylvania State University Emergency Evacuation Plan

Building and Personnel Information

Building Name: Research Building East

Department Name(s): College of Engineering & College of Earth & Mineral Science

Position	Name	Area of Responsibility	Office Phone	Office Address
Building Emergency Coordinator (BEC) <i>(Engineering)</i>	Mary Newby	College of Engineering Safety Monitors & Assistant BEC	863-6272	139 Res East
Alternate BEC <i>(Engineering)</i>	Sally Mills	College of Engineering Safety Monitors & Assistant BEC	863-6076	13 Res East
BEC - EMS	Ronnie Wasco	College of EMS Safety Monitors	863-5384	218 Academic Activities Bldg
Alt BEC - EMS	Xiaoxing Wang	College of EMS Safety Monitors	863-8362	211 Res. East
Unit Safety Officer <i>(Engineering)</i>	Clark Colborn	College of Engineering	865-7137	101 Hammond
Unit Alternate Safety Officer <i>(Engineering)</i>	Diana Wagner	College of Engineering	863-4429	101 Hammond
Unit Safety Officer – <i>(EMS)</i>	Rhonda Stoner **	College of EMS	865-5709	248 Deike Bldg
Unit Alternate Safety Officer <i>(EMS)</i>	Karen Royer	College of EMS	863-2053	248 Deike Bldg
Safety Monitors	Sally Mills <i>(Engineering)</i>	Ground Floor	863-6076	13 Res East
	Mary Newby <i>(Engineering)</i>	1 st Floor	863-6272	139 Res East
	Terry Connell <i>(Engineering)</i>	Alternate – Ground & 1 st Floors	863-6280	130 Res East
	Xiaoxing Wang <i>(EMS)</i>	2 nd Floor	863-8362	211 Res. East
	Ronnie Wasco	Alternate – 2 nd Floor	863-5384	218 Academic Projects Bldg

Special Notes:

**The College of Engineering has primary responsibility for maintaining this plan based on having the largest assigned square footage within the building.*

***The College of Earth & Mineral Science Safety officer is as shown; however, all building-specific concerns about this building should be directed to Safety Monitor, Ronnie Wasco.*

Designated Meeting Site(s) for Building are: **Across Bigler Rd opposite Research East (Alternate for bad weather: Loading Dock C110 at Coal Utilization Building)**

Designated Areas of Refuge for the Building are: **1st & 2nd Floor Stairwell Landings on any staircase**

Copies of this Evacuation Plan are kept in the following locations: **Research Building East Rooms 138, 128 & 211; 218 Academic Projects Building; 101 Hammond, 248 Deike**

Dongxiang Wang to be stationed in Foyer F212 APB to prevent reentry to 2nd floor RE.

ME personnel to be stationed in Foyer F101 APB to prevent reentry to RE Basement.

Signature of Plan Preparer

10/12/16

Date Prepared

EMS EI RSE PERSONNEL EVACUATION PROCEDURES AND RESPONSIBILITIES

Objectives

There are six objectives to be attained during an APB evacuation. They are:

- 1) Clear 2nd floors of all personnel.
- 2) Identify missing EMS EI personnel.
- 3) Secure the 2nd floor.
- 4) Ensure no one reenters RSE from 2nd floor APB.
- 5) Transfer information to Ronnie Wasco and First Responders.
- 6) Transfer monitor duties to First Responders.

EMS EI RSE personnel are assigned a particular section to clear and secure.

Areas of Refuge

The areas of refuge on the 1st floor are the tops of all stairwells and lobby atrium. If safe to do so, egress the person to the outside. The areas of refuge on the 2nd floor are the tops of the stairwells and lobby atrium. If safe to do so, egress the person through the breezeway into Academic Projects and evacuate to the outside. The area of refuge in the basement is at the bottom of the Academic Projects stairwell. If possible, egress the person up the stairwell to the outside.

General Procedures

If the fire alarm goes off, or you are ordered to evacuate RSE, follow these general procedures:

Evacuate your office leaving the lights on and the door closed and unlocked.

Monitors and back-up monitors: Meet quickly on the 2nd floor and confirm specific duties.

Remind personnel to grab their 'Keys, Coats, and Cash'!

Take note of anything unusual during your egress (e.g., smoke, smells, etc.).
Sweep your assigned floor.

Basement Monitor: Grab the Evacuation Binder from Room 23. Report to the collection area.

2nd Floor Monitor: Grab the Evacuation Binder from outside 204. Sweep the areas and report to the far end of the breezeway in APB.

Assemble directly across Bigler Ave.

Determine if anyone is missing.

Share what you observed with everyone.

Fill out checklists and make notes on observations.

Report what you have observed to Ronnie Wasco.

If the weather is bad, those without other responsibilities shall relocate to the Loading Dock area of CUL. Those with responsibilities will relocate to the Loading dock area of CUL when relieved by First Responders.

Communicate to First Responders that the APB basement, APB 1st floor East exit, basement Loading Dock and APB Breezeway Exit Monitors need to be relieved by their personnel.

Do not return to RSE until given the all clear by the EMS EI Safety Officer, EHS personnel, or First Responders.

INGRESS TO RSE

There are four ways to enter APB:

- 1) To the 1st floor from the west at the main entrance, across from APB.
- 2) From the south at the Research East loading dock.
- 3) From the west through the 2nd floor breezeway.
- 4) From the basement from APB.

Four Door Monitors will be assigned to cover these entries. They will take up positions in the following locations:

- 1) The basement of APB where RSE and APB connect.
- 2) The breezeway area of APB.
- 3) Outside of the basement loading dock of RSE.
- 4) The east exit of 1st floor APB.

EMS EI RSE Personnel Specific Procedures

If for any reason the following personnel cannot fulfill their duties (e.g., they're across campus, out sick, etc.), all EMS EI RSE personnel should be prepared to carry out another person's duties. Communicate to others the duties you will perform. **DO NOT PERFORM THESE DUTIES IF BY DOING SO YOU PUT YOURSELF AT RISK!**

Xiaoxing Wang: Grab the Evacuation Binder from outside 204. Sweep the 2nd floor starting at rooms 204/218 moving counterclockwise through the floor ending in the 2nd floor atrium. Take up position in the APB end of the breezeway ensuring no one ingresses RSE from that position. Fill out as much of the checklist as possible. Wait there until relieved by First Responders. Egress the build and proceed to the collection area and report.

Dongxiang Wang: Back-up Sweeper to Xiaoxing Wang.

1. Critical Operations Shut Down Procedures and Personnel Assigned These Responsibilities

- None

2. Listing of Individuals Requiring Evacuation Assistance

- None

Evacuation Quick Reference Card

Emergency Contacts:

911 (Police- Fire –Ambulance)

University Police: 863-1111

Environmental Health and Safety: 865-6391

OPP Work Reception Center: 865-4731

Evacuation Contacts:

Bldg / Dept Emergency Coordinator:

Ron Wasco

Safety Monitor: _____

Work Unit Name

Evacuation Quick Reference

- Quickly exit in a calm manner.
- Close doors – **Do Not** lock
- Assist visitors to evacuate
- **Do Not** use elevators
- Report to designated meeting site
- **Do Not** reenter the building until advised by emergency personnel or safety monitor

Building Name designated meeting site: Research East Lobby

Building Occupant List – Engineering:

BORZ, MEGHAN	13 RES EAST
GRABEIC, ALICIA	13 RES EAST
LI JIHANG	13 RES EAST
MILLS, SALLY	13 RES EAST
O 'MEARA, BRIDGET	13 RES EAST
VACANT	14 RES EAST
CULLER, WYATT	15 RES EAST
FREDERICK, MARK	15 RES EAST
HANSFORD, SAM	15 RES EAST
MAKWANA, ANAND	15 RES EAST
MEEHAN, MICHAEL	15 RES EAST
TYAGI, ANKIT	15 RES EAST
MAINWARING, PHILIP	16 RES EAST
SAMARASINGHE, JANITH	17 RES EAST
BANIK, SHUBHADEEP	19 RES EAST
KHICHAR, MAYANK	19 RES EAST
PATIDAR, LALIT	19 RES EAST
SIM, HYUNG-SUB	19 RES EAST
ZHANG, KAIQIANG	19 RES EAST
CHATTERJEE, TANUSREE	20 RES EAST
YETTER, RICHARD	104 RES EAST
XUAN, YUAN	105/106 RES EAST
MICCI, MICHAEL	109 RES EAST
ISLAM, MD ZAHABUL	110 RES EAST
JO, GUNWOO	110 RES EAST
ZHANG, WEIWEI	110 RES EAST
O'CONNOR, JACKIE	111/112 RES EAST
THYNELL, STEFAN	113/114 RES EAST
ABAIMOV, MIKE	117 RES EAST
COOK, IAN	117 RES EAST
CZESAK, NICHOLAS	117 RES EAST
FODEL, ANTHONY	117 RES EAST
KNECHT, SEAN	117 RES EAST
PALOMINO, JORGE	117 RES EAST
WILSON, MICHAEL	117 RES EAST
VACANT	128 RES EAST
URNS, STEPHEN	129 RES EAST
CONNELL, TERRY	130 RES EAST
RISHA, GRANT	130 RES EAST
LINEVSKY, MILTON	131 RES EAST

PELUSO, STEPHEN	131 RES EAST
SANTAVICCA, DOMENIC	132/133 RES EAST
QUAY, BRYAN	134 RES EAST
GAI, LILI	135 RES EAST
SHIN, YUN KYUNG	135 RES EAST
VACANT	136 RES EAST
IMREN, ABDURRAHMEN	137 RES EAST
LOTFI, ROGHAYYEH	138 RES EAST
NEWBY, MARY	139 RES EAST
KUO, KEN	140 RES EAST
PAES, PAULO	223 RES EAST
PATKI, PRIYANKA	223 RES EAST
FERREYRO FERNANDEZ, S.	224 RES EAST
HAN, JUN	224 RES EAST
PAUL, CHANDAN	224 RES EAST
SHEKHAWAT, YAJUVENDRA	224 RES EAST
SIRCAR, ARPAN	224 RES EAST
MAO, QIAN	230 RES EAST
ROSENBACK, NILTON	230 RES EAST
MERCURIO, NICK	231 RES EAST
SANTORO, ROBERT	232 RES EAST
HAWORTH, DANIEL	233 RES EAST
OSTADHOSSEIN, ALIREZA	234 RES EAST
RAHNAMEOUN, ALI	234 RES EAST
YOON, KICHUL	234 RES EAST
JAIN, ABHISHEK	235 RES EAST
ASHRAF, CHOWDHURY	236 RES EAST
ISLAM, MD MAHBUBUL	236 RES EAST
JONAYAT, A S M	236 RES EAST
MOHAJERANI, FARZAD	236 RES EAST
HONG, SUNG WOOK	237 RES EAST
VAN DUIN, ADRI	240 RES EAST

Building Occupant List, EMS Energy Institute:

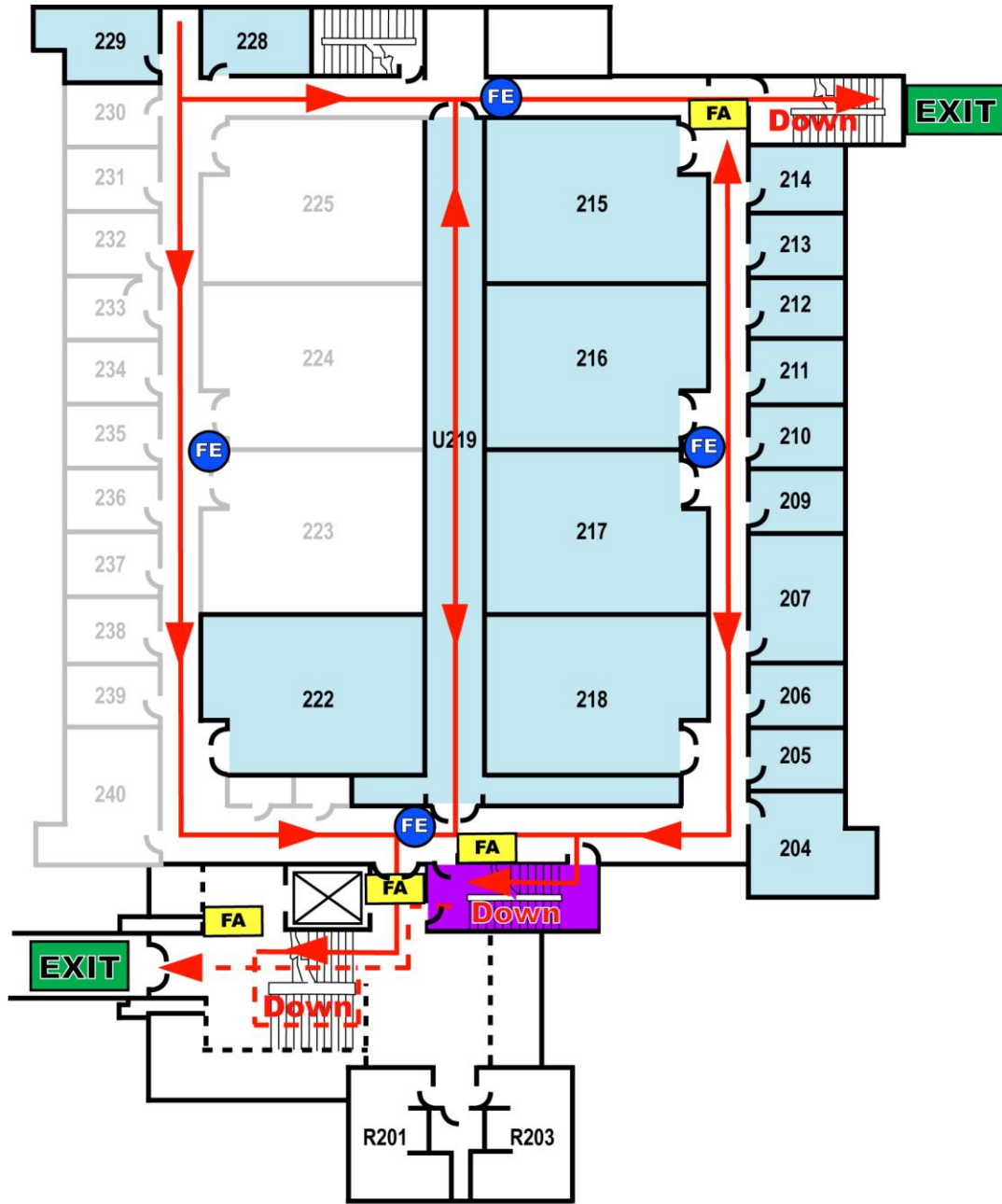
AYALA, LUIS	204 RES EAST
ZHANG, MAO	204 RES EAST
VANDER WAL, RANDY	205 RES EAST
LVOV, SERGUEI	206 RES EAST
ESER, SEMIH	209 RES EAST
FUJII, MAMORU	210 RES EAST
WANG, XIAOXING	211 RES EAST
VACANT	212 RES EAST
KHORSANDI, SAEID	213 RES EAST
WANG, DONGXIANG	214 RES EAST
LIU, PENG	229 RES EAST
WANG, SHAOQING	229 RES EAST
BORERIBOON, NUTTAKORN	238 RES EAST
LI, SHUAI	238 RES EAST
DONG, YANHUI	239 RES EAST
YIANG, XIAOBIN	239 RES EAST

Building Laboratory PIs, EMS Energy Institute:

VANDER WAL, RANDY	23 RES EAST
WANG, XIAOXING	215 RES EAST
WANG, XIAOXING	216 RES EAST
WANG, DONGXIANG	217 RES EAST
WANG, DONGXIANG	218 RES EAST
WANG, DONGXIANG	219 RES EAST
WANG, DONGXIANG	222 RES EAST

Other Overseer, EMS Energy Institute:

MORRISON, JOEL	228 RES EAST
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DESIGNATED MEETING SITE
 Research East Lobby

