September 2008 SCS Safety Newsletter

Topics covered in this issue:
• Disposal of Computers and Furniture from Laboratories
• RAL Fire Alarm System

Disposal of Computers and Furniture from Laboratories:

The SCS Safety Office has noticed computers (monitors, CPUs, etc.) and office furniture are often placed in the hallways with a sign indicating the item is trash. Building Service Workers (BSWs) will not remove large items, such as computers and furniture, from the hallways. Removing these items from the hallways in a timely fashion not only improves the appearance of SCS hallways, but also provides a safe egress route in the event of a fire or other emergency. Computer parts (excluding monitors and CPUs) must be placed in the metal cage located in the SCS receiving dock area. Monitors must be kept separate from other computer parts due to toxic metal components. Data must be deleted or eliminated from CPUs and CPUs must be tagged prior to delivering to SCS Receiving. For more information on deleting or overwriting data and to obtain a CPU tag see: [http://computing.scs.uiuc.edu/procedure.shtml](http://computing.scs.uiuc.edu/procedure.shtml) See Lori or Mike in receiving (29a RAL) for access to the cage, to drop off monitors and CPUs, and for information regarding disposal of metal furniture and miscellaneous lab equipment.

RAL Fire Alarm System:

In 2002, the SCS Safety Office, working with Campus Safety & Compliance, and the Urbana Fire Department, modified the parameters of the Roger Adams Lab fire alarm system to provide consistent and reliable alarms. Prior to this arrangement, multiple “false” or non-fire alarms
occurred in RAL on a regular basis due to construction in the building, faulty sensors, etc. Due to this regular occurrence, individuals did not take the fire alarms seriously, and put themselves in danger by failing to evacuate the building. In addition, on several occasions the alarms unnecessarily evacuated the building, thus disrupting productivity during the work day. The modified parameters keep the heat and ionization/smoke sensors in the building active while silencing the horn and strobes. Should the sensors detect an event indicating heat, smoke, or other fire related activity, the sensors will notify Public Safety rather than sounding the horns and strobes. Upon notification, Public Safety dispatches the fire department to investigate. After evaluating the situation, the fire department will determine if there is a need to evacuate the building. If the building needs to be evacuated, the fire alarm pull will be activated and the horns and strobes will sound.

Should you discover a fire, chemical spill, or other incident that requires building evacuation, the fire alarm pull MUST be activated. Pulling the fire alarm is the ONLY way to manually activate the strobes and horns during the day in RAL. The modified parameters are active only during the day (7am-7pm). All systems are set to automatic at night (7pm-7am) when building occupancy is minimal.

Important Points to Remember:

- In RAL during the day (7am-7pm) the only way to evacuate the building manually (i.e. due to fire, chemical spill, etc.) is to pull the fire alarm pull. Pulling the fire alarm activates the fire alarm horns and strobes.
- The fire department may be dispatched by campus Public Safety if a sensor in the building indicates possible presence of a fire.
- The sensors in the building are active at all times.
- The horns and strobes are silenced during the day to prevent unnecessary evacuation of the building and to avoid false alarms.
- IF THE HORNS AND STROBES ARE ACTIVATED DURING THE DAY (7AM-7PM) IN RAL, YOU ARE TO TAKE THEM VERY SERIOUSLY. THIS INDICATES THAT SOMEONE ACTIVATED THE FIRE ALARM PULL AND THERE IS AN EMERGENCY WARANTING BUILDING EVACUATION.