

2024-2025

Animal Care Emergency Preparedness and Contingency Plan



Institutional Animal Care and
Use Committee (IACUC)

Approved for use May 3, 2024

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I. PURPOSE, GOALS AND SCOPE

The purpose of this document is to provide an overall plan of action for responding to emergencies that may impact the research and teaching animals housed at the University of Wisconsin – Stevens Point.

GOAL: Provide a plan for humane handling, treatment, transportation, housing and care of the animals during a disaster which ensures:

- Employee safety, health and welfare
- Animal safety, health and welfare
- Continuity of care

SCOPE: This plan covers all animals housed under the auspices of the University of Wisconsin – Stevens Point with oversight from the Institutional Animal Care and Use Committee (IACUC).

II. UPDATES AND DISTRIBUTION

The UWSP-Animal Care and Use Committee has the responsibility for maintaining the plan. The IACUC Chair, with input of the IACUC Committee, annually reviews the contents and produces any necessary changes. Revisions are reviewed with Principal Investigators who use animals in teaching and/or research, animal facility managers and building superintendents. Approved changes will then be posted on the IACUC and Risk Management website and distributed to all holders of this Plan for substitution and appropriate re-training, if indicated.

All requests for procedural changes, suggestions, or recommendations may be submitted in writing to the IACUC Chair.

Hardcopies of the plan will be distributed to the following positions:

HARD COPY LOCATIONS OF PLAN			
POSITION	OFFICE LOCATION	POSITION	OFFICE LOCATION
EOC Cabinet	Old Main 002A	Dean of Letters & Science	CBB 200
EOC Cabinet	George Stien 101B	Dean of Natural Resources	TNR 100
EHS Specialist	Old Main 116	Associate Dean of Natural Resources	TNR 110
Emergency Management Specialist	George Stien 125	Associate Dean Bio., Chem., Biochem.	CBB 303
University Police Main Desk	George Stien 002	Financial Operations Mngt.	Old Main 040
TNR Animal Care Facilities	TNR 130, 222, 400, 410, & 433	Assoc. Dean School of Behavioral & Social Sci.	Science D240
CBB Animal Care Facility	CBB C322	Science Animal Care Facility	Sci. D222
CBB Building Manager	CBB 125B	Biology Department	CBB 302
TNR Building Manager	TNR 196	TNR Building Stockroom Mgr.	TNR 187
		Chem/Bio Stockroom Mgr.	CBB 221
Stevens Point Police Dept.	933 Michigan Ave.	Portage County Sheriff's Office	1500 Strongs Ave
Portage County Emergency Management	1462 Strongs Ave	Stevens Point Fire Department	1701 Franklin Ave

III. BACKGROUND

Emergency response and recovery plans are required by the PHS Policy on Humane Care and Use of Laboratory Animals, the Guide for the Care and Use of Laboratory Animals (Guide), and the USDA Animal Welfare Act Regulations.

IV. POTENTIAL EMERGENCY SITUATIONS

The most likely emergencies include: sustained power outage, loss of water supply, sustained HVAC failure, fires, flooding, blizzards, tornados, situations preventing staff from reporting to work, animal rights incursion/civil disturbances.

V. ACTION PLANS

This plan has been approved by the Institutional Animal Care and Use Committee and the Office of Risk Management. Law enforcement, security and emergency personnel have access to this plan. (See Section II for distribution list.)

A. Communication, Contact methods and Plans to activate

- o The Emergency Calling Tree is posted by the main phone in each facility with appropriate contact personnel (Facility Managers, Principal Investigators; Consulting Veterinarian, etc.) and associated emergency phone numbers. Below is a table with phone numbers and e-mails for essential personnel.
- o Upon cell phone and landlines failure, stakeholders (facility managers, PI's of caged research animals, and emergency response personnel are to follow through with written instructions when it is safe to do so.

Essential Personnel	Day phone	24-hour contact	e-mail address
Sandie LaVake, Animal Facilities Manager	715-325-5287	715-325-5287	slavake@uwsp.edu
Brian Barringer PhD. Chair of Biology Department	715-346-2452	715-630-4084	bbarringer@uwsp.edu
Tom Kelble DVM, consulting Veterinarian	715-341-1723	715-344-4754	tomkelble@hotmail.com
Melissa Diers-Sarasin, Risk & Compliance Manager	715-346-2053	715-496-1045	mdierssa@uwsp.edu
Sandie LaVake, IACUC Co Chair	CBB 304	715-325-5287	slavake@uwsp.edu
Heather Molenda-Figueira, IACUC Co Chair	Sci. Bldg. D240	413-535-8514	hmolenda@uwsp.edu
Paul Whitaker, Assistant Dean School of Biology, Chemistry, & Biochemistry	715-346-3058 or CBB 303A	614-404-5858	pwhitake@uwsp.edu
Craig Wendorf, Assistant Dean School of Social Science	715-346-2304	715-343-1803	cwendorf@uwsp.edu
Tyler Firkus, Manager of NADF, Bayfield, WI	715-779-3461	651-734-8487	tyfirkus@uwsp.edu
Chris Hartleb, Director of NADF at Bayfield	715-346-3228	715-295-4223	chartleb@uwsp.edu
Ichthyology and Herpetofauna Student management team & supervisor	Room 130, 410 & 433	715-325-5287	slavake@uwsp.edu
Justin Sipiorski, PI for fishes in TNR	715-346-5341	715-412-2849 715-258-2604	jsipiors@uwsp.edu
John Oestrich, TNR Building Manager	715-346-4238	715-498-6186	joestrei@uwsp.edu
Jim Buchholz, Schmeeckle Reserve Director	715-346-4992		jbuchhol@uwsp.edu
Jennifer Bray, PI for rodents in CBB facility	CBB 311	920-819-9816	jbray@uwsp.edu
Karin Bodensteiner, PI for rodents in CBB facility	CBB 308	715-341-4946	kbodenst@uwsp.edu
Michael Steury, PI for mice in CBB	CBB 315	517-528-4109	msteury@uwsp.edu
Sarah Jane Alger, PI for birds in TNR facility	TNR 439	608-234-2708	salger@uwsp.edu
Heather Molenda-Figueira, PI for Psychology rats	413-535-8514	413-535-8514	hmolenda@uwsp.edu
Sean Mooney-Leber, PI for Psychology mice	612-720-3153	612-720-3153	smooney@uwsp.edu
Kyle Yenter, CBB Building Manager	715-346-3252	715-340-0596	kyenter@uwsp.edu

B. Triage

(General timelines for responses to disasters are given in the Continuity of Operations Plans for the College of Natural Resources and the College of Letters and Science)

a. NEVER ENDANGER YOUR PERSONAL SAFETY

- b. Evaluate overall situation.
- c. If advance notice of impending emergency (e.g., weather) has been given, assess supply needs.
- d. If the disaster results in down-time that is less than 24 hours, on-site housing of the animals will be the standard approach.
- e. If the disaster and/or resulting down-time is such that the ability to provide on-site care is significantly impaired, animals should be evacuated and/or euthanized, depending on assessment of the situation and the probable timing of return to normal.
- f. Check animals as soon as safely possible. Dead animals will be collected, recorded, and disposed of properly. Surviving animals will be examined and treated if necessary and are given clean food, water, and housing as soon as possible.

C. General provisions for care and maintenance of the animals

(Either prior to personnel evacuation, if advance notice of emergency is given (e.g. blizzard, pandemic flu), or after Incident Commander allows building entry.)

- a. Food sources for various facilities are as follows:
 1. For animals in the Science building, Chemistry and Biology building (CBB), and Trainer Natural Resource (TNR) Animal care facilities; fill all food containers in animal rooms with food. If food is contaminated, more can be delivered/picked up from Telklad (Inotiv) Products in Madison, WI. 800-483-5523 (rodent products) Jay-Mar Hwy B, Plover, WI. 715-341-3445 or PetCo, Crossroads Common, Plover, WI 715-295-0267 (birds and lizard supplies).
 2. For animals (Fish and Herpetofauna in TNR 400, 410, 433, 130), Museum Store (Sci A104), Vivarium, & Schmeckle Reserve Visitor Center (SRVC); feed all animals appropriately, any available, uncontaminated, or un-spoiled food. An emergency supply of uncontaminated food can be obtained from PetCo, Crossroads Commons, Plover, WI 715-295-0267 (Fish, lizards, snakes) Golloms Wholesale bait, 2450 Torun Rd. Stevens Point, WI 715-344-9843 (Large fish and Turtles) or any area grocery for fresh vegetables/lettuce (tortoises and lizards).
 3. At the Northern Aquaculture Demonstration Facility (NADF), Bayfield, WI Uncontaminated fish food can be acquired from either the Red Cliff Tribal Hatchery or the WI-DNR Les Voigt Hatchery. Both hatchery sites are within 10 miles of the UWSP-NADF.
- b. If water is uncontaminated, for animals in the TNR, Science and CBB buildings, fill all water bottles. If water is contaminated, it can be autoclaved (if there is power), or bottled water can be purchased from the local grocery store. Solid-water gel packs or hydropacs® are also

available from Lab Products Inc. Seaford, DE; ph: 800.526.0469. Water for aquatics is city supplied. The city's emergency plan will supersede water resource plans should contamination of this source become a concern.

In the event of power failure:

1. For the TNR building a stand-by generator will supply electricity to the emergency egress lighting to all space in the new section of TNR, but only in the hallways of the old section. Fire alarms and sump pumps are also powered using back-up generators. Specific animal care rooms in the ACF are on battery back-up timers for lighting requirements. Steam generated heat outages will require electrical heaters to be plugged in. There is an approved stand-up heater for each room. The back-up generator supplies electricity to all rooms animals are contained. City water continues to be supplied during power outages.
2. For the Science building, the stand-by generator supplies electricity to power emergency egress lighting in hallways, electrical needs of D222 (Psychology animal care) will require battery operated generation such as Milwaukee tool products (donated to the CNR that may be loaned in an emergency situation) However, this solution is very short term (< 12 hours). The longer-term solution is to move all the animals to either the CBB LAF or TNR ACF. Fire alarms and sump pumps are also powered using back-up generators. City water continues to be supplied during power outages. Steam outages require an approved battery operated stand-up electric heater.
3. The CBB has back-up generators supplying electricity and power to emergency egress lighting in hallways and rooms. Animal suites on the 3rd floor have ventilated air handling racks hard-wired into the emergency electrical system which will maintain temperatures and ventilation to rodents housed in them. Lighting on timers have battery back-up to maintain a 12D/12N system. During cold weather steam outages, there are space heaters that can be plugged into designated emergency generation outlets and are indicated by red outlet face plates.
4. The NADF has a back-up generator supplying well water and oxygen generation to each 'in use' tank. NADF has a computerized alarm system, SCaDA (Supervisory Control and Data Acquisition) that generates a phone call to the NADF supervisor/manager outside business hours when tank conditions tend toward dangerous for the animals.

D. TNR, Science and CBB Building Animal Evacuation Plans

- a. Animals should be relocated to nearby rooms or buildings with the goal of continuing routine animal care procedures. Available space should be evaluated in terms of strengths and weaknesses in accommodating the species to be moved, equipment needed, and staff reassignment. If animals must be evacuated off-site and it is safe to do so, the following facilities may be available (if unaffected by the disaster/emergency situation):

For short-term rodent housing:

- i. Community Veterinary Clinic – Contact Dr. Tom Kelble 715-341-1723

For short-term aviary housing:

- i. Dr. Sarah Jane Alger – 608-234-2708

For short-term herptile housing:

- i. Volunteers from the UWSP Herpetology Society – dl-herpsoc@uwsp.edu
- b. Transportation of animals will have to be done in either personal vehicles, rented cargo vans, or the campus fleet (715-346-2884). All vehicles must be temperature controlled, clean and safe for the animals. Filtered cages should be used if available and all caging must be secured to prevent them from tipping over. Secondary containment is required when transporting fish or aquatic animals.

E. Animal Euthanasia: If all other options have been exhausted, the Animal Care Facility Manager, the PI, or the Consulting Veterinarian can give the order that animals should be humanely euthanized by a trained individual. The following factors will be assessed when determining Euthanasia:

- a. Pain/distress, beyond rescue
- b. Availability of feed, caging, rooms, environment, species requirements
- c. Investigator input, unless suffering as determined by veterinarian or Animal Care Facility Manager
- d. Loose, unidentified animals

If euthanasia is necessary, one of the following methods should be used (AVMA Panel on Euthanasia, 2020):

- a. CO₂ Inhalation (rodents only)
- b. Overdose of Xylazine/Ketamine injection
- c. Overdose of Isoflurane anesthesia
- d. MS222 and clove oil (fish and small lizards only)
- e. Cervical dislocation primary w/ pithing secondary (small animals only)
- f. Rapid freezing (lizards < 4 g only)

F. Aquatics & Herps (NADF, TNR 130, 400, 410, 433, Schmeeckle Visitor Center, and Natural History Museum Store (Sci A104)

- a. **Aquarium system failures:** All aquaria must have water chemistry analyzed.

- b. **Loss of Power:** For short-term loss of power, ensure that all systems have reset accordingly. Light timers may need to be adjusted.

If power is out for more than 8 hrs. emergency power is needed in room 410 to run the individual tank heaters, lights, and create enough dissolved oxygen to maintain all fish species. CNR has a supply of battery-operated charge stations donated by Milwaukee Tools that will sufficiently run pumps and some heaters as needed for ~48 -72 hrs. NADF has a separate emergency contingency plan in place.

Herps in TNR rooms 400, 433, 130 (vive), and of the Museum Store (Science Building) and at Schmeeckle Reserve Visitor Center will be assessed on an individual basis by Animal Care managers and their advisors. An emergency contact list must be displayed and updated quarterly in EACH area.

- c. **Lights:** Aquarium Fish should be maintained on a 14D:10N light schedule. Lights are maintained by room timer. Temporary aquarium lights can be hung on the system and put on timers until room lighting is fixed. For research fish please refer to the individual protocol and contact the PI.
- d. **Temperature:** Fish are maintained at 26-28°C (78-82 °F). Room TNR 410 can maintain 21 °C (70°F) for an extended period if necessary. Aquaria requiring higher temperatures must be provided thermostatically controlled heaters. For research fish please refer to the individual protocol and contact the PI. Herps in rooms TNR 400, 433 and 130, Schmeeckle and in the Natural History Museum Store (NHMS) in Science A104 may require monitoring or moving to temporary living arrangements if heat drops below 20°C (68°F) for an extended period of time (>72hrs).

VI. RESPONSE AND RECOVERY

- a. Upon permission to return to the facility, the environmental conditions must be assessed by the IACUC in conjunction with the responsible PI and recommendations communicated if conditions need to be improved.
- b. Locate areas of known hazards (or animals physically affected by hazards); assess the risks and stabilize these animals and environments first.
- c. Animal health assessments should be completed to provide critical care and maintain biosecurity. Triage all animal survivors and classify them into categories of health and exposure to environmental conditions outside of the cage. Remove animal carcasses and store in designated freezers for disposal.
- d. Personnel will conduct brief animal inventories to assess potential for escapes or other missing animals.

- e. Personnel will provide animal enclosure cleaning as necessary to minimize discomfort to animals from wet or dirty cages. If equipment or power failure still exists, hand sanitization of caging or other equipment with a diluted bleach solution and rinse may be necessary for appropriate cages (not for fishes).
- f. Euthanasia determining factors:
 - Pain/distress, beyond rescue
 - Availability of feed, caging, rooms, environment, species requirements
 - Investigator input, unless suffering as determined by Veterinarian.
 - Loose, unidentified animals
 - Euthanasia should only be completed by a trained individual.

VII. MATERIALS AND RESOURCES

- a. When an unexpected situation or condition arises, it is reported to the Animal Care Manager, PI, Building Manager (TNR & Schmeeckle), Campus Security.
- b. Ensure adequate euthanasia and basic medical supplies for all animals on census.
- c. Obtain and store the following supplies: flashlights/head lamps, batteries, first-aid kit.
- d. Ensure essential personnel have necessary access, keys to supply storage, etc.
- e. Create/maintain census information of animals, rooms, investigator contacts, and protocol numbers.

VIII. TRAINING

- a. Essential personnel must participate in training regarding their roles and responsibilities as outlined in this plan. New staff must be trained within 30 days of hire, all staff on changes within 30 days of revision.
- b. Animal care staff must be instructed that responding to emergencies is a condition of employment and that they will be held accountable should they fail to care properly for the animals.
- c. The plan must be reviewed for necessary changes at least annually and changes must be communicated to employees within 30 days of IACUC approved changes.

References

USDA Animal Welfare Act disaster contingency planning

- <http://www.nal.usda.gov/awic/pubs/IACUC/dis.htm>
- <http://awic.nal.usda.gov/research-animals/disaster-planning>

NIH Office of Laboratory Animal Welfare disaster planning

- http://grants.nih.gov/grants/olaw/disaster_planning.htm

Guide for the Care and Use of Laboratory Animals

- <http://grants.nih.gov/grants/olaw/Guide-for-the-Care-and-Use-of-Laboratory-Animals.pdf>
- pg. 35

Institute for Laboratory Animal Resources

- http://dels-old.nas.edu/ilar_n/ilarjournal/51_2/html/pdfs/v5102Wingfield.pdf

EMERGENCY RESPONSE QUICK GUIDES

TRAINER NATURAL RESOURCES BUILDING ANIMAL CARE FACILITY EMERGENCY RESPONSE QUICK GUIDE

INCIDENT	WHO TO CONTACT	INITIAL RESPONSE
Fire	<ol style="list-style-type: none"> From a safe location, call 911 Notify University Police <ol style="list-style-type: none"> 715-346-3456 Notify Animal Facility Manager <ol style="list-style-type: none"> 715-325-5287 (cell) 	<ol style="list-style-type: none"> Pull fire alarm and evacuate building. If time permits, turn off any gas being used. Close doors on your way out. Evacuate building using stairs and closest exit. Move away from building upwind a minimum of 100 yards.
Strange Odors	<p>If a chemical odor, follow HAZARDOUS MATERIALS RELEASE procedure below.</p> <p>If smoke, follow FIRE procedure above.</p>	
Hazardous Materials Release	<p><u>Low Hazard Release</u></p> <ol style="list-style-type: none"> Notify Animal Facility Manager <ol style="list-style-type: none"> 715-325-5287 (cell) Contact EHS at 715-346-2320 (Environmental Health and Safety Officer) for guidance, if needed. If after hours and need guidance, contact University Police <ol style="list-style-type: none"> 715-346-3456 <p><u>High Hazard Release</u></p> <ol style="list-style-type: none"> Call 911 Notify University Police <ol style="list-style-type: none"> 715-346-3456 Notify Animal Facility Manager <ol style="list-style-type: none"> 715-325-5287 (cell) Contact Facility Services to control ventilation as necessary <ol style="list-style-type: none"> 715-346-4219 	<p><u>Low Hazard Release</u></p> <p><i>Incidental release is not a hazard beyond ordinary and immediate area.</i></p> <ol style="list-style-type: none"> Secure area as necessary. Trained and properly equipped departmental personnel clean up release. <p><u>High Hazard/Major Release</u></p> <p><i>Material poses a hazard immediately dangerous to life, health or the environment.</i></p> <ol style="list-style-type: none"> Pull fire alarm and evacuate building. If time permits, turn off any gas being used. Close doors on your way out. Evacuate building using stairs and closest exit. Move away from building upwind a minimum of 100 yards. <p><u>Exposure:</u></p> <p>If exposed to chemicals, follow release and first-aid guidance from Safety Data Sheet.</p> <p>Seek medical attention if necessary, via 911.</p> <p>Provide hazmat details to responders.</p>

INCIDENT	WHO TO CONTACT	INITIAL RESPONSE
Biohazard Exposure/Spill	<ol style="list-style-type: none"> 1. Call 911 2. Notify University Police <ol style="list-style-type: none"> a. 715-346-3456 3. Notify Environmental Health and Safety <ol style="list-style-type: none"> a. 715-346-2320 4. Notify Animal Facility Manager <ol style="list-style-type: none"> a. 715-325-5287 (cell) 	<p><u>Exposure:</u> Eyes splattered with blood or body fluid, flush with water using eyewash stations for 5 minutes. Mouth splashed with blood or body fluid, rinse with water for 5 minutes. Needle stick, milk wound to induce bleeding, wash with soap & water 5 minutes. Remove contaminated clothing, wash skin and replace with clean clothing.</p> <p><u>Spill:</u> Notify personnel in room of the spill; do not track spill through the facility; flush spilled material with a 1:10 dilution of bleach; wipe all equipment and surfaces potentially contaminated.</p>
Medical Emergency of Animal Care Staff	<ol style="list-style-type: none"> 1. Call 911 2. Notify University Police <ol style="list-style-type: none"> a. 715-346-3456 3. Notify Animal Facility Manager <ol style="list-style-type: none"> a. 715-325-5287 <p>An AED is located on the TNR first floor, west of room 151 and TNR third floor west of room 358 near emergency phone.</p>	<ol style="list-style-type: none"> 1. Keep area clear. If possible, have someone stay with the individual. 2. Have someone waiting at the entrance to direct emergency personnel to the individual(s). 3. Offer first aid, including CPR/AED if trained, willing to do so, and aid is needed and allowed. Do not move the individual. 4. Do not drive the individual to hospital or allow them to drive. <p><i>If blood exposure occurs, follow the Bloodborne Pathogens policy. Contact University Police (715-346-3456) or Environmental Health & Safety (715-346-2320).</i></p>
Water Leak/Flood	<ol style="list-style-type: none"> 1. <i>During business hours</i>, notify Facility Services <ol style="list-style-type: none"> a. 715-346-4219 2. <i>After hours</i>, contact University Police <ol style="list-style-type: none"> a. 715-346-3456 3. Notify Animal Facility Manager <ol style="list-style-type: none"> a. 715-325-5287 	<ol style="list-style-type: none"> 1. Contain the leak, if possible. 2. Do not come in contact with flood waters and do not go near electrical equipment.

INCIDENT	WHO TO CONTACT	INITIAL RESPONSE
Power Failure	<ol style="list-style-type: none"> 1. <i>During business hours</i>, notify Facility Services <ol style="list-style-type: none"> a. 715-346-4219 2. <i>After hours</i>, contact University Police <ol style="list-style-type: none"> a. 715-346-3456 3. Notify Animal Facility Manager <ol style="list-style-type: none"> a. 715-325-5287 	<ol style="list-style-type: none"> 1. Inform Facility Services that research animals lives are at risk. 2. Turn off light switches, ventilated racks & other electrical equipment, close sash on all hoods. 3. During the failure, remain in a safe location. No one should be in a work area that has no light.
HVAC Failure (no air, heating, cooling, steam, hot water, low/high humidity)	<ol style="list-style-type: none"> 1. <i>During business hours</i>, notify Facility Services <ol style="list-style-type: none"> a. 715-346-4219 2. <i>After hours</i>, contact University Police <ol style="list-style-type: none"> a. 715-346-3456 3. Notify Animal Facility Manager <ol style="list-style-type: none"> a. 715-325-5287 	<ol style="list-style-type: none"> 1. Inform Facility Services that research animal lives are at risk. 2. Continually monitor room temperature and humidity. 3. Use fans or space heaters if necessary.
Sewer Stoppage (drains, toilets, sinks inoperative)	<ol style="list-style-type: none"> 1. <i>During business hours</i>, notify Facility Services <ol style="list-style-type: none"> a. 715-346-4219 2. <i>After hours</i>, contact University Police <ol style="list-style-type: none"> a. 715-346-3456 3. Notify Animal Facility Manager <ol style="list-style-type: none"> a. 715-325-5287 	<ol style="list-style-type: none"> 1. Do not flush toilets. 2. Stop use of water.
Water supply is rendered non-potable	<ol style="list-style-type: none"> 1. <i>During business hours</i>, notify Facility Services <ol style="list-style-type: none"> a. 715-346-4219 2. <i>After hours</i>, contact University Police <ol style="list-style-type: none"> a. 715-346-3456 3. Notify Animal Facility Manager <ol style="list-style-type: none"> a. 715-325-5287 	Use of alternate water supply and containers if water outage exceeds 4 hours.
Security Breach	<ol style="list-style-type: none"> 1. Dial 911 2. Notify University Police <ol style="list-style-type: none"> a. 715-346-3456 3. Notify Animal Facility Manager <ol style="list-style-type: none"> a. 715-325-5287 (cell) 	Await further instructions from law enforcement.

INCIDENT	WHO TO CONTACT	INITIAL RESPONSE
Sprinkle System set off inadvertently	<ol style="list-style-type: none">1. <i>During business hours</i>, notify Facility Services<ol style="list-style-type: none">a. 715-346-42192. <i>After hours</i>, contact University Police<ol style="list-style-type: none">a. 715-346-34563. Notify Animal Facility Manager<ol style="list-style-type: none">a. 715-325-5287	<ol style="list-style-type: none">1. Notify personnel within the area.2. Assess the welfare of the animals.3. Close doors and evacuate the area.
Pandemic or Epidemic	<ol style="list-style-type: none">1. Notify the PI responsible for each of the Species to ensure continuity of care. Use contact sheets with contact numbers which are posted in each animal holding space.2. Principal Investigators<ol style="list-style-type: none">a. Dr. Bray 920-819-9816b. Dr. Alger 608-234-2708c. Dr. Sipiorski 715-258-2604d. Dr. Mooney-Leber 612-720-3153e. Dr. Steury 517-528-41093. Notify Animal Facility Manager<ol style="list-style-type: none">a. 715-325-5287	<ol style="list-style-type: none">1. Notify PI in accordance with posted contact sheets.2. Notify Animal Facility Manager.3. Notify Administrative Officials to make decisions regarding animal dispositions.

TRAINER NATURAL RESOURCES BUILDING LIVE HERPETOFAUNA EMERGENCY RESPONSE QUICK GUIDE

INCIDENT	WHO TO CONTACT	INITIAL RESPONSE
Fire	<ol style="list-style-type: none"> From a safe location, call 911 Notify University Police <ol style="list-style-type: none"> 715-346-3456 Notify Animal Care Manager <ol style="list-style-type: none"> 715-325-5287 Principal Investigators <ol style="list-style-type: none"> S. LaVake, 715-325-5287 Dr. Sipiorski 715-258-2604 	<ol style="list-style-type: none"> Pull fire alarm and evacuate building. If time permits, turn off any gas being used. Close doors on your way out. Evacuate building using stairs and closest exit. Move away from building upwind a minimum of 100 yards.
Strange Odors	<p>If a chemical odor, follow HAZARDOUS MATERIALS RELEASE procedure below.</p> <p>If smoke, follow FIRE procedure above.</p>	
Hazardous Materials Release	<p><u>Low Hazard Release</u></p> <ol style="list-style-type: none"> Notify Principal Investigators <ol style="list-style-type: none"> Dr. Jadin, 540-808-7652 S. LaVake, 715-325-5287 Contact EHS at 715-346-2320 (Environmental Health and Safety) for guidance, if needed. If after hours and need guidance, contact University Police <ol style="list-style-type: none"> 715-346-3456 <p><u>High Hazard Release</u></p> <ol style="list-style-type: none"> Call 911 Notify University Police <ol style="list-style-type: none"> 715-346-3456 Notify Animal Care Manager <ol style="list-style-type: none"> 715-325-5287 Principal Investigators <ol style="list-style-type: none"> S. LaVake, 715-325-5287 Dr. Sipiorski, 715-258-2604 Contact Facility Services to control ventilation as necessary. <ol style="list-style-type: none"> 715-346-4219 	<p><u>Low Hazard Release</u> <i>Incidental release is not a hazard beyond ordinary and immediate area.</i></p> <ol style="list-style-type: none"> Secure area as necessary. Trained and properly equipped departmental personnel clean up release. <p><u>High Hazard/Major Release</u> <i>Material poses a hazard immediately dangerous to life, health or the environment.</i></p> <ol style="list-style-type: none"> Pull fire alarm and evacuate building. If time permits, turn off any gas in use. Close doors on your way out. Evacuate building using stairs and closest exit. Move away from building upwind a minimum of 100 yards. <p><u>Exposure:</u> If exposed to chemicals, follow release and first aid guidance from Safety Data Sheet. Seek medical attention if necessary via 911. Provide hazmat details to responders.</p>

INCIDENT	WHO TO CONTACT	INITIAL RESPONSE
Biohazard Exposure/Spill	<ol style="list-style-type: none"> 1. Call 911 2. Notify University Police <ol style="list-style-type: none"> a. 715-346-3456 3. Notify Environmental Health and Safety <ol style="list-style-type: none"> a. 715-346-2320 4. Notify Animal Care Manager <ol style="list-style-type: none"> a. 715-325-5287 5. Principal Investigators <ol style="list-style-type: none"> a. Dr. Sipiorski, 715-258-2604 b. S. LaVake, 715-325-5287 	<p><u>Exposure:</u> Eyes splattered with blood or body fluid, flush with water using eyewash stations for 5 minutes. Mouth splashed with blood or body fluid, rinse with water for 5 minutes. Needle stick, milk wound to induce bleeding, wash with soap & water 5 minutes. Remove contaminated clothing, wash skin and replace with clean clothing.</p> <p><u>Spill:</u> Notify personnel in room of the spill; do not track spill through the facility; flush spilled material with a 1:10 dilution of bleach; wipe all equipment and surfaces potentially contaminated.</p>
Medical Emergency	<ol style="list-style-type: none"> 1. Call 911 2. Notify University Police <ol style="list-style-type: none"> a. 715-346-3456 3. Notify Animal Care Manager <ol style="list-style-type: none"> a. 715-325-5287 4. Principal Investigators <ol style="list-style-type: none"> a. Dr. Sipiorski, 715-258-2604 b. S. LaVake, 715-325-5287 <p>AED is located on the TNR first floor, west of room 151.</p>	<ol style="list-style-type: none"> 1. Keep area clear. If possible, have someone stay with the individual. 2. Have someone waiting at the entrance to direct emergency personnel to the individual(s). 3. Offer first aid, including CPR/AED if trained, willing to do so, and aid is needed and allowed. Do not move the individual. 4. Do not drive the individual to hospital or allow them to drive. <p><i>If blood exposure occurs, follow the Bloodborne Pathogens policy. Contact University Police (715-346-3456) or Environmental Health & Safety Officer (715-346-2320).</i></p>
Water Leak/Flood	<ol style="list-style-type: none"> 1. <i>During business hours</i>, notify Facility Services <ol style="list-style-type: none"> a. 715-346-4219 2. <i>After hours</i>, contact University Police <ol style="list-style-type: none"> a. 715-346-3456 3. Notify Animal Care Manager <ol style="list-style-type: none"> a. 715-325-5287 4. Principal Investigators <ol style="list-style-type: none"> a. Dr. Sipiorski, 715-258-2604 b. S. LaVake, 715-325-5287 	<ol style="list-style-type: none"> 1. Contain the leak, if possible. 2. Stay away from floodwaters and do not go near electrical equipment.

INCIDENT	WHO TO CONTACT	INITIAL RESPONSE
Power Failure	<ol style="list-style-type: none"> 1. <i>During business hours</i>, notify Facility Services <ol style="list-style-type: none"> a. 715-346-4219 2. <i>After hours</i>, contact University Police <ol style="list-style-type: none"> a. 715-346-3456 3. Notify Animal Care Manager <ol style="list-style-type: none"> a. 715-325-5287 4. Principal Investigators <ol style="list-style-type: none"> a. Dr. Sipiorski, 715-258-2604 b. S. LaVake, 715-325-5287 	<ol style="list-style-type: none"> 1. Inform Facility Services that research animals lives are at risk. 2. Turn off light switches, ventilated racks & other electrical equipment, close sash on all hoods. 3. During the failure, remain in a safe location. No one should be in a work area that is without light.
HVAC Failure (no air, heating, cooling, steam, hot water, low/high humidity)	<ol style="list-style-type: none"> 1. <i>During business hours</i>, notify Facility Services <ol style="list-style-type: none"> a. 715-346-4219 2. <i>After hours</i>, contact University Police <ol style="list-style-type: none"> a. 715-346-3456 3. Notify Animal Care Manager <ol style="list-style-type: none"> a. 715-325-5287 4. Principal Investigators <ol style="list-style-type: none"> a. Dr. Sipiorski, 715-258-2604 b. S. LaVake, 715-325-5287 	<ol style="list-style-type: none"> 1. Inform Facility Services that research animal lives are at risk. 2. Continually monitor room temperature and humidity. 3. Use fans or space or tank heaters if necessary.
Sewer Stoppage (drains, toilets, sinks inoperative)	<ol style="list-style-type: none"> 1. <i>During business hours</i>, notify Facility Services <ol style="list-style-type: none"> a. 715-346-4219 2. <i>After hours</i>, contact University Police <ol style="list-style-type: none"> a. 715-346-3456 3. Notify Animal Care Manager <ol style="list-style-type: none"> a. 715-325-5287 4. Principal Investigators <ol style="list-style-type: none"> a. Dr. Jadin, 540-808-7652 b. S. LaVake, 715-325-5287 	<ol style="list-style-type: none"> 1. Do not flush toilets. 2. Stop use of water.
Water supply is rendered Non-Potable	<ol style="list-style-type: none"> 1. <i>During business hours</i>, notify Facility Services <ol style="list-style-type: none"> a. 715-346-4219 2. <i>After hours</i>, contact University Police <ol style="list-style-type: none"> a. 715-346-3456 3. Notify Animal Care Manager <ol style="list-style-type: none"> a. 715-325-5287 4. Principal Investigators <ol style="list-style-type: none"> a. Dr. Sipiorski, 715-258-2604 b. S. LaVake, 715-325-5287 	Use of alternate water supply and containers if water outage exceeds 4 hours.

INCIDENT	WHO TO CONTACT	INITIAL RESPONSE
Security Breach	<ol style="list-style-type: none">1. Dial 9112. Notify University Police<ol style="list-style-type: none">a. 715-346-34563. Notify Animal Care Manager<ol style="list-style-type: none">a. 715-325-52874. Principal Investigators<ol style="list-style-type: none">a. Dr. Sipiorski, 715-258-2604b. S. LaVake, 715-325-5287	Await further instructions from law enforcement.
Sprinkle System set off inadvertently	<ol style="list-style-type: none">1. <i>During business hours</i>, notify Facility Services<ol style="list-style-type: none">a. 715-346-42192. <i>After hours</i>, contact University Police<ol style="list-style-type: none">a. 715-346-34563. Notify Animal Care Manager<ol style="list-style-type: none">a. 715-325-52874. Principal Investigators<ol style="list-style-type: none">a. Dr. Sipiorski, 715-258-2604b. S. LaVake, 715-325-5287	<ol style="list-style-type: none">1. Notify personnel within the area.2. Assess the welfare of the animals.3. Close doors and evacuate the area.

SCIENCE BUILDING EMERGENCY RESPONSE QUICK GUIDE

INCIDENT	WHO TO CONTACT	INITIAL RESPONSE
Fire	<ol style="list-style-type: none"> From a safe location, call 911 Notify University Police <ol style="list-style-type: none"> 715-346-3456 Notify Principal Investigator (for rats) <ol style="list-style-type: none"> Dr. Molenda-Figueira 413-535-8514 Contact Animal Facility Manager <ol style="list-style-type: none"> 715-325-5287 (cell) 	<ol style="list-style-type: none"> Pull fire alarm and evacuate building. If time permits, turn off any gas in use. Close doors on your way out. Evacuate building using stairs and closest exit. Move away from building upwind a minimum of 100 yards.
Strange Odors	<p>If a chemical odor, follow HAZARDOUS MATERIALS RELEASE procedure below.</p> <p>If smoke, follow FIRE procedure above.</p>	
Hazardous Materials Release	<p><u>Low Hazard Release</u></p> <ol style="list-style-type: none"> Notify Principal Investigator (for rats) <ol style="list-style-type: none"> Dr. Molenda-Figueira 413-535-8514 Contact EHS at 715-346-2320 (Environmental Health and Safety) for guidance, if needed. If after hours and need guidance, contact University Police <ol style="list-style-type: none"> 715-346-3456 <p><u>High Hazard Release</u></p> <ol style="list-style-type: none"> Call 911 Notify University Police <ol style="list-style-type: none"> 715-346-3456 Notify Principal Investigator (for rats) <ol style="list-style-type: none"> Dr. Molenda-Figueira 413-535-8514 Contact Facility Services to control ventilation as necessary <ol style="list-style-type: none"> 715-346-4219 Contact Animal Facility Manager <ol style="list-style-type: none"> 715-325-5287 (cell) 	<p><u>Low Hazard Release</u></p> <p><i>Incidental release is not a hazard beyond ordinary and immediate area.</i></p> <ol style="list-style-type: none"> Secure area as necessary. Trained and properly equipped departmental personnel clean up release. <p><u>High Hazard/Major Release</u></p> <p><i>Material poses a hazard immediately dangerous to life, health or the environment.</i></p> <ol style="list-style-type: none"> Pull fire alarm and evacuate building. If time permits, turn off any gas in use. Close doors on your way out. Evacuate building using stairs and closest exit. Move away from building upwind a minimum of 100 yards. <p><u>Exposure:</u></p> <p>If exposed to chemicals, follow release and first aid guidance from Safety Data Sheet.</p> <p>Seek medical attention if necessary via 911.</p> <p>Provide hazmat details to responders.</p>

INCIDENT	WHO TO CONTACT	INITIAL RESPONSE
Biohazard Exposure/Spill	<ol style="list-style-type: none"> 1. Call 911 2. Notify University Police <ol style="list-style-type: none"> a. 715-346-3456 3. Notify Environmental Health and Safety <ol style="list-style-type: none"> a. 715-346-2320 4. Notify Principal Investigator (for rats) <ol style="list-style-type: none"> a. Dr. Molenda-Figueira 413-535-8514 5. Contact Animal Facility Manager <ol style="list-style-type: none"> a. 715-325-5287 (cell) 	<p><u>Exposure:</u> Eyes splattered with blood or body fluid, flush with water using eyewash stations for 5 minutes. Mouth splashed with blood or body fluid, rinse with water for 5 minutes. Needle stick, milk wound to induce bleeding, wash with soap & water 5 minutes. Remove contaminated clothing, wash skin and replace with clean clothing.</p> <p><u>Spill:</u> Notify personnel in room of the spill; do not track spill through the facility; flush spilled material with a 1:10 dilution of bleach; wipe all equipment and surfaces potentially contaminated.</p>
Medical Emergency	<ol style="list-style-type: none"> 1. Call 911 2. Notify University Police <ol style="list-style-type: none"> a. 715-346-3456 3. Notify Principal Investigator (for rats) <ol style="list-style-type: none"> a. Dr. Molenda-Figueira 413-535-8514 4. Contact Animal Facility Manager <ol style="list-style-type: none"> a. 715-325-5287 (cell) <p>AED is located in the gallery outside of room B112 on 1st floor.</p>	<ol style="list-style-type: none"> 1. Keep area clear. If possible, have someone stay with the individual. 2. Have someone waiting at the entrance to direct emergency personnel to individual(s). 3. Offer first aid, including CPR/AED if trained, willing to do so, and aid is needed and allowed. Do not move the individual. 4. Do not drive the individual to hospital or allow them to drive. <p><i>If blood exposure occurs, follow the Bloodborne Pathogens policy. Contact University Police (715-346-3456) or Environmental Health & Safety Officer (715-346-2320).</i></p>
Water Leak/Flood	<ol style="list-style-type: none"> 1. <i>During business hours</i>, notify Facility Services <ol style="list-style-type: none"> a. 715-346-4219 2. <i>After hours</i>, contact University Police <ol style="list-style-type: none"> a. 715-346-3456 3. Notify Principal Investigator (for rats) <ol style="list-style-type: none"> a. Dr. Molenda-Figueira 413-535-8514 4. Contact Animal Facility Manager <ol style="list-style-type: none"> a. 715-325-5287 (cell) 	<ol style="list-style-type: none"> 1. Contain the leak, if possible. 2. Stay away from floodwaters and do not go near electrical equipment.

INCIDENT	WHO TO CONTACT	INITIAL RESPONSE
Power Failure	<ol style="list-style-type: none"> 1. <i>During business hours</i>, notify Facility Services a. 715-346-4219 2. <i>After hours</i>, contact University Police a. 715-346-3456 3. Notify Principal Investigator (for rats) a. Dr. Molenda-Figueira 413-535-8514 4. Contact Animal Facility Manager a. 715-325-5287 (cell) 	<ol style="list-style-type: none"> 1. Inform Facility Services that research animals lives are at risk. 2. Turn off light switches, ventilated racks & other electrical equipment, close sash on all hoods. 3. During the failure, remain in a safe location. No one should be in a work area that has no light.
HVAC Failure (no air, heating, cooling, steam, hot water, low/high humidity)	<ol style="list-style-type: none"> 1. <i>During business hours</i>, notify Facility Services a. 715-346-4219 2. <i>After hours</i>, contact University Police a. 715-346-3456 3. Notify Principal Investigator (for rats) a. Dr. Molenda-Figueira 413-535-8514 	<ol style="list-style-type: none"> 1. Inform Facility Services that research animal lives are at risk. 2. Continually monitor room temperature and humidity. 3. Use fans or space heaters if necessary.
Sewer Stoppage (drains, toilets, sinks inoperative)	<ol style="list-style-type: none"> 1. <i>During business hours</i>, notify Facility Services a. 715-346-4219 2. <i>After hours</i>, contact University Police a. 715-346-3456 3. Notify Principal Investigator (for rats) a. Dr. Molenda-Figueira 413-535-8514 	<ol style="list-style-type: none"> 1. Do not flush toilets. 2. Stop use of water.
Water supply is rendered Non-Potable	<ol style="list-style-type: none"> 1. <i>During business hours</i>, notify Facility Services a. 715-346-4219 2. <i>After hours</i>, contact University Police a. 715-346-3456 3. Notify Principal Investigator (for rats) a. Dr. Molenda-Figueira 413-535-8514 4. Contact Animal Facility Manager a. 715-325-5287 (cell) 	Use of alternate water supply and containers if water outage exceeds 4 hours.
Security Breach	<ol style="list-style-type: none"> 1. <i>During business hours</i>, notify Facility Services a. 715-346-4219 2. <i>After hours</i>, contact University Police a. 715-346-3456 3. Notify Principal Investigator (for rats) a. Dr. Molenda-Figueira 413-535-8514 4. Contact Animal Facility Manager a. 715-325-5287 (cell) 	Await further instructions from law enforcement.

INCIDENT	WHO TO CONTACT	INITIAL RESPONSE
Sprinkle System set off inadvertently	<ol style="list-style-type: none"> 1. <i>During business hours</i>, notify Facility Services <ol style="list-style-type: none"> a. 715-346-4219 2. <i>After hours</i>, contact University Police <ol style="list-style-type: none"> a. 715-346-3456 3. Notify Principal Investigator (for rats) <ol style="list-style-type: none"> a. Dr. Molenda-Figueira 413-535-8514 4. Contact Animal Facility Manager <ol style="list-style-type: none"> a. 715-325-5287 (cell) 	<ol style="list-style-type: none"> 1. Notify personnel within the area 2. Assess the welfare of the animals 3. Close doors and evacuate the area

CHEMISTRY BIOLOGY BUILDING EMERGENCY RESPONSE QUICK GUIDE

INCIDENT	WHO TO CONTACT	INITIAL RESPONSE
Fire	<ol style="list-style-type: none"> 1. From a safe location, call 911 2. Notify University Police <ol style="list-style-type: none"> a. 715-346-3456 3. Notify Animal Care Manager <ol style="list-style-type: none"> a. 715-325-5287 4. Principal Investigators <ol style="list-style-type: none"> a. Dr. Bray 920-819-9816 b. Dr. Steury 517-528-4109 d. Dr. Bodensteiner 715-345-4946 	<ol style="list-style-type: none"> 1. Pull fire alarm and evacuate building. 2. If time permits, turn off any gas being used. 3. Close doors on your way out. 4. Evacuate building using stairs and closest exit. 5. Move away from building upwind a minimum of 100 yards.
Strange Odors	<p>If a chemical odor, follow HAZARDOUS MATERIALS RELEASE procedure below.</p> <p>If smoke, follow FIRE procedure above.</p>	

INCIDENT	WHO TO CONTACT	INITIAL RESPONSE
Hazardous Materials Release	<p><u>Low Hazard Release</u></p> <ol style="list-style-type: none"> 1. Notify Principal Investigators <ol style="list-style-type: none"> a. Dr. Jadin, 540-808-7652 b. S. LaVake, 715-325-5287 2. Contact EHS at 715-346-2320 (Environmental Health and Safety) for guidance, if needed. 3. If after hours and need guidance, contact University Police <ol style="list-style-type: none"> a. 715-346-3456 <p><u>High Hazard Release</u></p> <ol style="list-style-type: none"> 1. Call 911 2. Notify University Police <ol style="list-style-type: none"> a. 715-346-3456 3. Notify Animal Care Manager <ol style="list-style-type: none"> a. 715-325-5287 4. Principal Investigators <ol style="list-style-type: none"> a. Dr. Bray 920-819-9816 b. Dr. Steury 517-528-4109 c. Dr. Bodensteiner 715-345-4946 5. Contact Facility Services to control ventilation as necessary <ol style="list-style-type: none"> a. 715-346-4219 	<p><u>Low Hazard Release</u></p> <p><i>Incidental release is not a hazard beyond ordinary and immediate area.</i></p> <ol style="list-style-type: none"> 1. Secure area as necessary 2. Trained and properly equipped departmental personnel clean up release <p><u>High Hazard/Major Release</u></p> <p><i>Material poses a hazard immediately dangerous to life, health or the environment.</i></p> <ol style="list-style-type: none"> 1. Pull fire alarm and evacuate building. 2. If time permits, turn off any gas in use. 3. Close doors on your way out. 4. Evacuate building using stairs and closest exit. 5. Move away from building upwind a minimum of 100 yards. <p><u>Exposure:</u></p> <p>If exposed to chemicals, follow release and first aid guidance from Safety Data Sheet.</p> <p>Seek medical attention if necessary via 911.</p> <p>Provide hazmat details to responders.</p>
Biohazard Exposure/Spill	<ol style="list-style-type: none"> 1. Call 911 2. Notify University Police <ol style="list-style-type: none"> a. 715-346-3456 3. Notify Environmental Health and Safety <ol style="list-style-type: none"> a. 715-346-2320 4. Notify Animal Care Manager <ol style="list-style-type: none"> a. 715-325-5287 5. Principal Investigators <ol style="list-style-type: none"> a. Dr. Bray 920-819-9816 b. Dr. Steury 517-528-4109 c. Dr. Bodensteiner 715-345-4946 	<p><u>Exposure:</u> Eyes splattered with blood or body fluid, flush with water using eyewash stations for 5 minutes. Mouth splashed with blood or body fluid, rinse with water for 5 minutes. Needle stick, milk wound to induce bleeding, wash with soap & water 5 minutes. Remove contaminated clothing, wash skin and replace with clean clothing.</p> <p><u>Spill:</u> Notify personnel in room of the spill; do not track spill through the facility; flush spilled material with a 1:10 dilution of bleach; wipe all equipment and surfaces potentially contaminated.</p>

INCIDENT	WHO TO CONTACT	INITIAL RESPONSE
Medical Emergency	<ol style="list-style-type: none"> 1. Call 911 2. Notify University Police <ol style="list-style-type: none"> a. 715-346-3456 3. Notify Animal Care Manager <ol style="list-style-type: none"> a. 715-325-5287 4. Principal Investigators <ol style="list-style-type: none"> a. Dr. Bray 920-819-9816 b. Dr. Steury 517-528-4109 c. Dr. Bodensteiner 715-345-4946 <p>An AED is located on each floor outside rooms 120, 220, 320, & 420 .</p>	<ol style="list-style-type: none"> 1. Keep area clear. If possible, have someone stay with the individual. 2. Have someone waiting at the entrance to direct emergency personnel to individual(s). 3. Offer first aid, including CPR/AED if trained, willing to do so, and aid is needed and allowed. Do not move the individual. 4. Do not drive the individual to hospital or allow them to drive. <p><i>If blood exposure occurs, follow the Bloodborne Pathogens policy. Contact University Police (715-346-3456) or Environmental Health & Safety Officer (715-346-2320).</i></p>
Water Leak/Flood	<ol style="list-style-type: none"> 1. <i>During business hours</i>, notify Facility Services <ol style="list-style-type: none"> a. 715-346-4219 2. <i>After hours</i>, contact University Police <ol style="list-style-type: none"> a. 715-346-3456 3. Notify Animal Care Manager <ol style="list-style-type: none"> a. 715-325-5287 4. Principal Investigators <ol style="list-style-type: none"> a. Dr. Bray 920-819-9816 b. Dr. Steury 517-528-4109 c. Dr. Bodensteiner 715-345-4946 	<ol style="list-style-type: none"> 1. Contain the leak, if possible. 2. Stay away from floodwaters and do not go near electrical equipment.
Power Failure	<ol style="list-style-type: none"> 1. <i>During business hours</i>, notify Facility Services <ol style="list-style-type: none"> a. 715-346-4219 2. <i>After hours</i>, contact University Police <ol style="list-style-type: none"> a. 715-346-3456 3. Notify Animal Care Manager <ol style="list-style-type: none"> a. 715-325-5287 4. Principal Investigators <ol style="list-style-type: none"> a. Dr. Bray 920-819-9816 b. Dr. Steury 517-528-4109 c. Dr. Bodensteiner 715-345-4946 	<ol style="list-style-type: none"> 1. Inform Facility Services that research animals lives are at risk 2. Turn off light switches, ventilated racks & other electrical equipment, close sash on all hoods 3. During the failure, remain in a safe location. No one should be in a work area that is without light.

INCIDENT	WHO TO CONTACT	INITIAL RESPONSE
HVAC Failure (no air, heating, cooling, steam, hot water, low/high humidity)	<ol style="list-style-type: none"> 1. <i>During business hours</i>, notify Facility Services a. 715-346-4219 2. <i>After hours</i>, contact University Police a. 715-346-3456 3. Notify Animal Care Manager a. 715-325-5287 4. Principal Investigators a. Dr. Bray 920-819-9816 b. Dr. Steury 517-528-4109 c. Dr. Bodensteiner 715-345-4946 	<ol style="list-style-type: none"> 1. Inform Facility Services that research animal lives are at risk. 2. Continually monitor room temperature and humidity. 3. Use fans or space heaters if necessary.
Sewer Stoppage (drains, toilets, sinks inoperative)	<ol style="list-style-type: none"> 1. <i>During business hours</i>, notify Facility Services a. 715-346-4219 2. <i>After hours</i>, contact University Police a. 715-346-3456 3. Notify Animal Care Manager a. 715-325-5287 4. Principal Investigators a. Dr. Bray 920-819-9816 b. Dr. Steury 517-528-4109 c. Dr. Bodensteiner 715-345-4946 	<ol style="list-style-type: none"> 1. Do not flush toilets. 2. Stop use of water.
Water supply is rendered Non-Potable	<ol style="list-style-type: none"> 1. <i>During business hours</i>, notify Facility Services a. 715-346-4219 2. <i>After hours</i>, contact University Police a. 715-346-3456 3. Notify Animal Care Manager a. 715-325-5287 4. Principal Investigators a. Dr. Bray 920-819-9816 b. Dr. Steury 517-528-4109 c. Dr. Bodensteiner 715-345-4946 	Use of alternate water supply and containers if water outage exceeds 4 hours.
Security Breach	<ol style="list-style-type: none"> 1. Dial 911 2. Notify University Police a. 715-346-3456 3. Notify Animal Care Manager a. 715-325-5287 4. Principal Investigators a. Dr. Bray 920-819-9816 b. Dr. Steury 517-528-4109 c. Dr. Bodensteiner 715-345-4946 	Await further instructions from law enforcement.

INCIDENT	WHO TO CONTACT	INITIAL RESPONSE
Sprinkle System set off inadvertently	<ol style="list-style-type: none">1. <i>During business hours</i>, notify Facility Services<ol style="list-style-type: none">a. 715-346-42192. <i>After hours</i>, contact University Police<ol style="list-style-type: none">a. 715-346-34563. Notify Animal Care Manager<ol style="list-style-type: none">a. 715-325-52874. Principal Investigators<ol style="list-style-type: none">a. Dr. Bray 920-819-9816b. Dr. Steury 517-528-4109c. Dr. Bodensteiner 715-345-4946	<ol style="list-style-type: none">1. Notify personnel within the area2. Assess the welfare of the animals3. Close doors and evacuate the area

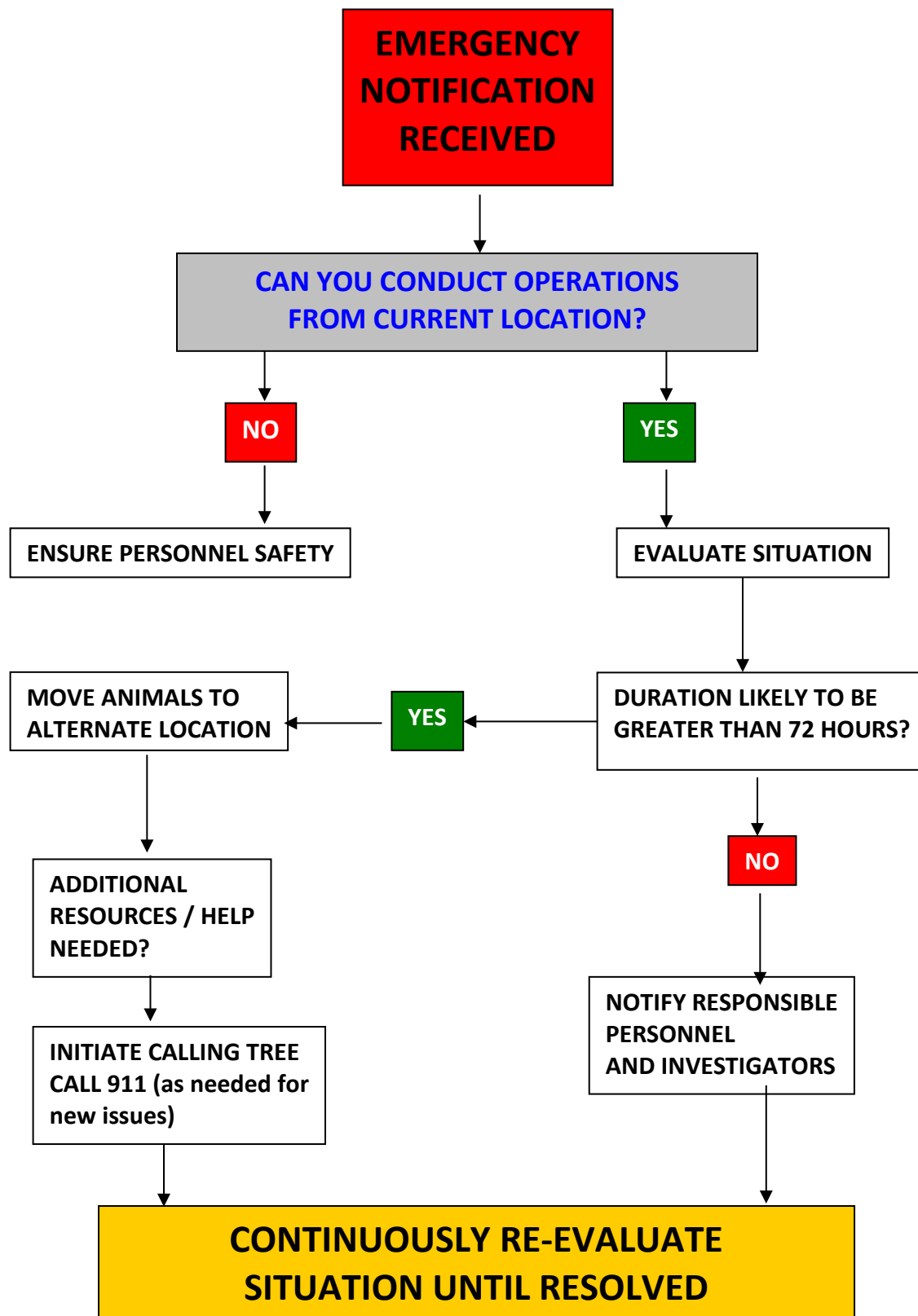
NORTHERN AQUACULTURE DEMONSTRATION FACILITY EMERGENCY RESPONSE QUICK GUIDE

INCIDENT	WHO TO CONTACT	INITIAL RESPONSE
Fire	<ol style="list-style-type: none"> From a safe location, call 911 Notify NADF Manager <ol style="list-style-type: none"> 715-779-3461 651-734-8487 (24 hr) Notify Red Cliff Fire Dept. <ol style="list-style-type: none"> 715-779-3700 Notify UWSP University Police <ol style="list-style-type: none"> 715-346-3456 	<ol style="list-style-type: none"> Pull fire alarm and evacuate building. If time permits, turn off any gas being used. Close doors on your way out. Evacuate building using stairs and closest exit. Move away from building upwind a minimum of 100 yards.
Strange Odors	<p>If a chemical odor, follow HAZARDOUS MATERIALS RELEASE procedure below. If Natural Gas, call WE Energies Utility – 800-261-5325</p> <p>If smoke, follow FIRE procedure above.</p>	
Hazardous Materials Release	<p><u>Low Hazard Release</u></p> <ol style="list-style-type: none"> Notify NADF Manager <ol style="list-style-type: none"> 715-779-3461 651-734-8487 (24 hr) Contact UWSP EHS at 715-346-2320 (Environmental Health and Safety) for guidance, if needed. If after hours and need guidance, contact UWSP University Police <ol style="list-style-type: none"> 715-346-3456 <p><u>High Hazard Release</u></p> <ol style="list-style-type: none"> Call 911 Notify NADF Manager <ol style="list-style-type: none"> 715-779-3461 651-734-8487 (24 hr) Notify Red Cliff Fire Dept. <ol style="list-style-type: none"> 715-779-3700 Notify UWSP University Police <ol style="list-style-type: none"> 715-346-3456 	<p><u>Low Hazard Release</u> <i>Incidental release is not a hazard beyond ordinary and immediate area.</i></p> <ol style="list-style-type: none"> Secure area as necessary. Trained and properly equipped departmental personnel clean up release. <p><u>High Hazard/Major Release</u> <i>Material poses a hazard immediately dangerous to life, health or the environment.</i></p> <ol style="list-style-type: none"> Pull fire alarm and evacuate building. If time permits, turn off any gas being used. Close doors on your way out. Evacuate building using stairs and closest exit. Move away from building upwind a minimum of 100 yards. <p><u>Exposure:</u> If exposed to chemicals, follow release and first-aid guidance from Safety Data Sheet. Seek medical attention if necessary via 911. Provide hazmat details to responders.</p>

INCIDENT	WHO TO CONTACT	INITIAL RESPONSE
Biohazard Exposure/Spill	<ol style="list-style-type: none"> 1. Call 911 2. Notify NADF Manager <ol style="list-style-type: none"> a. 715-779-3461 b. 651-734-8487 (24 hr) 3. Notify UWSP Environmental Health and Safety <ol style="list-style-type: none"> a. 715-346-2320 	<p><u>Exposure:</u> Eyes splattered with blood or body fluid, flush with water using eyewash stations for 5 minutes. Mouth splashed with blood or body fluid, rinse with water for 5 minutes. Needle stick, milk wound to induce bleeding, wash with soap & water 5 minutes. Remove contaminated clothing, wash skin and replace with clean clothing.</p> <p><u>Spill:</u> Notify personnel in room of the spill; do not track spill through the facility; flush spilled material with a 1:10 dilution of bleach; wipe all equipment and surfaces potentially contaminated.</p>
Medical Emergency	<ol style="list-style-type: none"> 1. Call 911 2. Notify NADF Manager <ol style="list-style-type: none"> a. 715-779-3461 b. 651-734-8487 (24 hr) 3. Notify UWSP University Police <ol style="list-style-type: none"> a. 715-346-3456 	<ol style="list-style-type: none"> 1. Keep area clear. If possible, have someone stay with the individual. 2. Have someone waiting at the entrance to direct emergency personnel to individual(s). 3. Offer first aid, including CPR/AED if trained, willing to do so, and aid is needed and allowed. Do not move the individual. 4. Do not drive the individual to hospital or allow them to drive. <p><i>If blood exposure occurs, follow the Bloodborne Pathogens policy. Contact UWSP University Police (715-346-3456) or UWSP Environmental Health & Safety Officer (715-346-2320).</i></p>
Water Leak/Flood	<ol style="list-style-type: none"> 1. Notify NADF Manager <ol style="list-style-type: none"> a. 715-779-3461 b. 651-734-8487 (24 hr) 	<ol style="list-style-type: none"> 1. Contain the leak, if possible. 2. Stay away from flood waters and do not go near electrical equipment.
Power Failure	<ol style="list-style-type: none"> 1. Alliant Energy – 800-255-4268 2. Notify NADF Manager <ol style="list-style-type: none"> a. 715-779-3461 b. 651-734-8487 (24 hr) 	<ol style="list-style-type: none"> 1. Inform Alliant that research animals lives are at risk 2. Turn off light switches, ventilated racks & other electrical equipment, close sash on all hoods <p>During the failure, remain in a safe location. No one should be in a work area that has no light.</p>

INCIDENT	WHO TO CONTACT	INITIAL RESPONSE
HVAC Failure (no air, heating, cooling, steam, hot water, low/high humidity)	1. Notify NADF Manager a. 715-779-3461 b. 651-734-8487 (24 hr)	1. Inform NADF Manager that research animal lives are at risk. 2. Continually monitor room temperature and humidity. 3. Use fans or space heaters if necessary.
Sewer Stoppage (drains, toilets, sinks inoperative)	1. Notify NADF Manager a. 715-779-3461 b. 651-734-8487 (24 hr)	1. Do not flush toilets. 2. Stop use of water.
Water supply is rendered Non-Potable	1. Notify NADF Manager a. 715-779-3461 b. 651-734-8487 (24 hr)	Use of alternate water supply and containers if water outage exceeds 4 hours.
Security Breach	1. Call 911 2. Notify NADF Manager a. 715-779-3461 b. 651-734-8487 (24 hr) 3. Notify UWSP University Police a. 715-346-3456	Await further instructions by the police.
Sprinkle System set off inadvertently	1. Notify NADF Manager a. 715-779-3461	1. Notify personnel within the area. 2. Assess the welfare of the animals. 3. Close doors and evacuate the area.

The Northern Aquaculture Demonstration Facility has a more comprehensive emergency contingency plan on site and reference to that plan supersedes the general actions laid out in this section of this plan.

ANIMAL PROGRAM EMERGENCY TRIAGE PLAN

EMERGENCY CALLING TREE**Emergency Level 1 Responders**

UWSP Campus
Security
715-346-3456

Fire / Medical
Emergency /
Active shooter /
other emergency
911

Building
Managers
TNR - 715-346-
4238 (Day)
715-498-6186
CBB -715-346-
3252 (Day)
715-340-0596

Consulting
Veterinarian Tom
Kelble, DVM
715-341-1723
715-344-4754
Animal Facility
Manager
715-325-5287

Emergency Level 2 Responders**TNR Building**

Rooms
130/400/433
PI Dr. Jadin
540-808-7652

Room 410
PI Dr. Sipiorski
715-412-2897

Suite 222 ACF
PIs:
Dr. Alger
608-234-2708

Dr. Orlofske
715-496-4230

Dr. Mooney-Leber
612-720-3153

**Science
Building**

Room B104
Brigid Ferkett

Sandie LaVake
715-325-5287

Use contact
sheets for Herp
Society and
IASSSP
managers

Room D222
Dr. Molenda-
Figueira
413-535-8514

**CBB
(Chemistry &
Biology Building)**

Room 322
Sandie LaVake
715-325-5287

PIs
Dr. Bray
920-819-9816

Dr. Steury
517-528-4109

Dr.
Bodensteiner
715-345-4946

**Schmeeckle
Reserve Visitor
Center**

Jim Buchholtz
715-346-4992

NADF
PIs
Dr. Firkus
651 734 8487

Dr. Hartleb
715-295-4223

Bldg.
Maintenance
Tech.
Jared Neibauer
(715) 209 2266