


<b>Document Type:</b>	SOP		
<b>Document Name:</b>	Chilled Water/Building Cooling Outage Procedure		
		9500 Gilman Drive, Mail Code 0412 La Jolla, CA 92093-0412 Ph: (858) 534-4272 Fax: (858) 534-5722	
<b>Document No:</b>	SOP000011	<b>Author:</b>	<b>Date:</b>
<b>Rev:</b>	B	<b>Page No:</b>	1 of 3
<b>Reviewed/Accepted By:</b>		Stephen Lopez	<b>Date:</b>
			3/26/2012
			3/27/2012
THIS DOCUMENT AND THE DATA, PROCEDURES OR INFORMATION DISCLOSED HEREIN OR HEREWITH IS NOT TO BE REPRODUCED, USED OR DISCLOSED TO ANYONE WITHOUT PERMISSION.			

## 1. SCOPE

To describe the operating procedures and expectations of department staff for handling a loss of chilled water to Bioengineering occupied spaces. Responding to a loss of chilled water requires several hours or longer if it has happened outside normal business hours.

## 2. DEFINITIONS

- 2.1. Chilled water: refrigerated water supplied from the campus central physical plant used to provide the cooling cycle for building air conditioning and cold room cooling. Also used by some faculty for cooling equipment.
- 2.2. FM: Facilities Management. The campus facilities support department.

## 3. EQUIPMENT

- 3.1. Portable electronic thermometer if available.

## 4. OPERATING PROCEDURE


### 4.1. *Chilled water loss for EBU1, SERF and BSB Bioengineering spaces*

- 4.1.1. Department safety and facilities personnel will contact affected labs and offices in the building and determine if lack of air conditioning or chilled water will affect current operations.
- 4.1.2. If safety personnel determine there is an immediate risk for labs or offices continuing to operate, the safety staff will contact the MSO and/or Chair and apprise them of the situation and order a shutdown.

### 4.2. *Chilled water loss for PFBH*

#### 4.2.1. During normal business hours


- 4.2.1.1. Department safety and facilities personnel will contact FM to see if the cause is known and to get an estimated time for reactivation.

<b>Document Type:</b>	SOP	 9500 Gilman Drive, Mail Code 0412 La Jolla, CA 92093-0412 Ph: (858) 534-4272 Fax: (858) 534-5722	
<b>Document Name:</b>	Chilled Water/Building Cooling Outage Procedure		
<b>Document No:</b>	SOP000011	<b>Author:</b>	<b>Date:</b>
<b>Rev:</b>	B	<b>Page No:</b>	2 of 3
<b>Reviewed/Accepted By:</b>		Stephen Lopez	<b>Date:</b>
			3/26/2012
			3/27/2012
THIS DOCUMENT AND THE DATA, PROCEDURES OR INFORMATION DISCLOSED HEREIN OR HEREWITH IS NOT TO BE REPRODUCED, USED OR DISCLOSED TO ANYONE WITHOUT PERMISSION.			

- 4.2.1.2. Department safety personnel will immediately check the cold room in the 344 lab (room 342) to determine how quickly it is coming up to room temperature.
- 4.2.1.3. Safety personnel will contact users of the cold room (PFBH 342) to have them determine if they need to remove their materials or equipment.
- 4.2.1.4. Safety personnel will contact representatives from the Animal Care Program (ACP) to let them know about risks to the PFBH Vivarium inhabitants.
- 4.2.1.5. Then safety personnel will let all building inhabitants know that the air conditioning will be off.
- 4.2.1.6. If safety personnel determine there is an immediate risk for labs or offices continuing to operate, the safety staff will contact the MSO and/or Chair and apprise them of the situation and order a shutdown.
- 4.2.1.7. When chilled water is restored, safety personnel will issue an "all clear" to all parties and follow up with FM for monitoring any potential damage or losses (specifically the chilled water pumps in basement machine rooms).

#### **4.2.2. After normal business hours or on weekends and holidays**

- 4.2.2.1. FM should contact department safety personnel when a utility interruption has occurred. The contacted individual should ask what service has been interrupted and in what buildings, how long it will be unavailable, and if FM personnel are already working on a repair.
- 4.2.2.2. The contacted safety personnel should immediately call the MSO and Chair (if possible), using the emergency contact information, and coordinate who will respond to the campus as quickly as possible.
- 4.2.2.3. Next the safety personnel should contact users of the Biotech Core cold room (PFBH 342) to have them determine if they need to remove their materials or equipment (also on the emergency contact list).
- 4.2.2.4. Next the department safety personnel should contact representatives from the Animal Care Program (ACP) to let them know about risks to the PFBH Vivarium inhabitants.

<b>Document Type:</b>	SOP			 9500 Gilman Drive, Mail Code 0412 La Jolla, CA 92093-0412 Ph: (858) 534-4272 Fax: (858) 534-5722	
<b>Document Name:</b>	Chilled Water/Building Cooling Outage Procedure				
<b>Document No:</b>	SOP000011		<b>Author:</b>	<b>Date:</b>	
<b>Rev:</b>	B	<b>Page No:</b>	3 of 3	Douglas Gurevitch	3/26/2012
<b>Reviewed/Accepted By:</b>	Stephen Lopez			<b>Date:</b>	3/27/2012
THIS DOCUMENT AND THE DATA, PROCEDURES OR INFORMATION DISCLOSED HEREIN OR HEREWITH IS NOT TO BE REPRODUCED, USED OR DISCLOSED TO ANYONE WITHOUT PERMISSION.					

- 4.2.2.5. If safety personnel determine there is an immediate risk for labs or offices that are being used, the safety staff will contact the MSO and/or Chair and apprise them of the situation and order a shutdown.
- 4.2.2.6. When chilled water is restored, safety personnel will issue an “all clear” to all parties and follow up with FM for monitoring any potential damage or losses (specifically the chilled water pumps in basement machine rooms).