Floods are water release or intrusion events that result in the presence of water in unwanted locations. They include all forms of water: “clean” potable water, drain waste vent wastes (“sewage”), steam condensate, high ambient humidity, process chilled water, and rain, ground, and surface run-off water. The uncontrolled presence of water can create a range of potential physical hazards, from minor slips or trips from unseen submerged objects, to the short circuiting of electrical devices and equipment with the potential for electrocution. Water can dissolve or otherwise transport contaminants from one location to another, whether naturally occurring or from laboratory or other operations. The water source itself can be potentially harmful, especially if it is sewage-related.

Successful flood responses and mold mitigation require the close cooperative interactions of many individuals and departments. They begin with prompt recognition of a problem, timely notifications to appropriate responders, corrective actions, and follow-up.

**NOTIFICATIONS**

- Customer Service (EMCS)...255-5322
  - Initial notifications – Utilities, Shift Mechanic, EHS, and Trades/Mechanics as necessary
  - Secondary notifications – FS Building Care/Campus Life Housekeeping, Maintenance Management, Building Coordinator

**HAZARD ASSESSMENT – Enter Only When Safe!**

- Responders shall conduct a hazard assessment of flooded areas prior to entry: health hazards (e.g., contaminated water either hazardous or bio-hazardous) and physical hazards (e.g., building design, existence of submerged office or lab furniture, energized water, rushing water);
- If necessary and safe to do so, Facilities Services shall de-energize, lock, & tag any electrical equipment and outlets in the affected areas.

**STOPPING THE WATER INTRUSION**

- Identify potential source of the flood/intruding water and work to safely stop active flooding. It is important to determine the source of the water, i.e. whether it is clean water, sewage or other drain-waste-vent line effluent, rainwater, bulk chemical from equipment, etc.

**REMEDIATION ACTIVITIES**

- The applicable Maintenance Manager or Building Coordinator should ascertain the level of damage to building surfaces and materials, and determine if replacement or repairs are immediately needed. EHS can assist with this assessment and provide moisture meter readings.
- For clean water floods, removal and replacement of damaged surfaces and materials can be minimized by drying down the affected area within 24 - 48 hours, potentially up to 72 hours depending upon the time of year and ambient humidity levels. Failure to effectively dry areas down within these timeframes can lead to mold growth and material damages that require full replacement.
# Toolbox Safety Talk

## Facility Flood Response

### FLOOD RESPONSE HAZARD ASSESSMENT

<table>
<thead>
<tr>
<th>BUILDING/LOCATION:</th>
<th>HAZARD ASSESSMENT COMPLETED BY:</th>
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**DATE:**

**TIME:**

**NOTES:**

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### NOTIFICATIONS

- Customer Service/EMCS – 255-5322
- Shift Mechanic, Specialized Trades
- Utilities
- Environmental Health & Safety
- Customer Service/EMCS (secondary notifications)
- Building Care/ Housekeeping
- Building Coordinator
- Maintenance Management

---

### HAZARD ASSESSMENT - All hazards must be controlled before entry.

- Sewage/Biohazard Material
- Entrapment/Configuration/Engulfment
- Hazardous Chemicals
- Electric Shock
- Structure Compromised
- Overhead Hazards
- Mechanical Hazards
- Temperature Extreme (water/steam/air)
- Other:

---

### MINIMUM REQUIRED SAFETY EQUIPMENT - Initial Response

- Portable Barrier / Access Restriction
- Protective Gloves
- Impermeable Shoes / Shoe Covers
- Safety Glasses / Goggles
- Hard Hat
- Skin Protection / Barrier
- Other:

---

### ADDITIONAL SAFETY EQUIPMENT

- Ground Fault Circuit Interrupter (GFCI)
- Hard Hat
- Mechanical Ventilation
- Chemical Protective Clothing
- Additional Lighting
- Chemical Absorbents / Barriers
- Fire Extinguisher
- Other:

---

### CLEANUP ACTIVITIES

- Water Source Stopped
- Standing Water Removed
- Mechanical Ventilation Provided
- Dehumidification Provide
- Surfaces Cleaned & Dried
- Inventory of Water Damaged Materials
- Ceiling Tiles Replaced
- Other:

---

### ADDITIONAL CORRECTIVE ACTIONS / FOLLOW-UP NEEDED:
**Toolbox Safety Talk**

**Facility Flood Response**

Date: ______________ Start Time: ______________ End Time: ______________

Location: ____________________________________________________________________________

Presenter Name: _______________________________________________________________________

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Environmental Health & Safety
Occupational Safety & Health Section
395 Pine Tree Rd. Suite 210
Ithaca, NY 14850
607.255.8200

Please return sign-in sheet to Environmental Health & Safety for recordkeeping.