

Physics Department
Building Emergency Plan Test

Date _____

Name _____

Signature _____

Status: Faculty Staff Grad Undergrad Visitor

Building Emergency Plans (BEP) contain building specific information, important phone numbers, emergency procedures, emergency preparedness, and evacuation diagrams. You will find the Physics Department BEP's for Birge and Le Conte on the Physics Dept website (click on "dept. services and resources", then "safety"). The following questions are designed to assure and document your understanding of the purpose and content of the Physics Departments BEP's. Please complete, sign and place in the designated box in the Stockroom, 151 Le Conte.

1. What does BEP stand for and what is the purpose of a BEP?
2. Who are the Building Coordinators (BC's) of the building you are requesting access for?
3. True or False (select one): It is your responsibility as an occupant of Birge and/or Le Conte for becoming familiar with the BEP, learning evacuation routes and assembly area, and participating in Department safety training(s).
4. What are you required by law to do when you hear a fire alarm?
5. What is an Emergency Assembly Area (EAA) and where is the EAA for Birge and Le Conte?
6. When a building is evacuated, when can you re-enter?
7. To report a life threatening emergency or a crime in progress call 911 from a campus phone or what number including area code, from a cell phone on campus?
8. There is a major earthquake, you are in Birge or Le Conte: what is your first action? Then what?
9. There is a major earthquake: where would you find campus information during such a large scale emergency?
10. What would you do if an elevator fails, trapping you inside?
11. To whom do you report building problems (floods, failed elevators, etc.) during regular work hours?
12. To whom do you report urgent building problems (floods, failed elevators, etc.) weekends and evenings?
13. Where can you find the University's Evacuation Policy and Preparedness Guidelines for People with Disabilities?

Any questions, concerns, suggestions?

Any additional Safety Training you would like the Physics Department to provide?

Physics Department
Injury and Illness Prevention Program Test

Date _____

Name _____

Signature _____

Status (circle): **faculty** **staff** **grad** **undergrad** **visitor**

The Injury and Illness Prevention Program sets the framework for identifying, communicating and correcting workplace hazards on campus. You will find the Physics Department IIPP on the Physics Dept website: <http://physics.berkeley.edu/resources/building-services/access-requests>. The following questions are designed to assure and document your understanding of the purpose and content of the Physics Department IIPP. Please complete, sign and place in the designated box in the Stockroom, 151 Le Conte.

1. What does IIPP stand for and what is it's purpose?
2. Who is the Physics Dept. Safety Coordinator?
3. What are your specific responsibilities under IIPP?
4. How are workplace hazards identified?
5. What is an SDS and where can you find one?
6. Check which ways are used to communicate workplace hazards?
 Supervisors and Instructors communicate with all employees and students about safety and health issues.
 Employees and students are provided hazard information pertinent to their work assignments
 Each employee has a representative on the Safety Committee who will inform them of hazards, corrections and committee activity
7. Once a hazard is identified, which among the following processes can be used for correcting it? Check all that apply.
 Tagging unsafe equipment "Do Not Use Until Repaired"
 Stopping unsafe work practices
 Leaving the area without letting anyone know about the hazard
 Providing retraining on proper procedures before work resumes
 Reinforcing the need for proper personal protective equipment
8. What must you do if you are injured at work (hint: where to go and how to report the injury)?
9. An employee's supervisor or a student's instructor is responsible for performing an investigation to determine and correct the cause(s) of the incident. List a few procedures that can be used to investigate the accident.
10. The Safety Committee reviews each accident or injury report to ensure two things. What are they?
11. All personnel will be given instruction and an opportunity to correct unsafe behavior. If an employee repeatedly fails to comply or willfully and intentionally refuses to comply with safety regulations, what is the consequence?
12. If you want to report an unsafe condition anonymously, how would you go about doing so?

Any questions, concerns, suggestions?

Any additional Safety Training you would like the Physics Department to provide?