



# Department of Animal Science

## Emergency Action Plan

**In compliance with:**

California Code of Regulations, Title 8, Section 3220

University PPM 290-15: Safety Management Program

University PPM 390-10: Campus Emergency Policy

Implementation Date (of this template): 11/17/2006

Date of last Revision: 12/2/2015

# Introduction

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An Emergency Action Plan (herein referred to as an EAP) covers designated actions employers and employees must take to ensure employee safety from emergencies. Cal-OSHA regulations require employers to establish, implement and maintain an EAP. The program must be in writing and include the following elements:

- The preferred means of reporting fires and other emergencies
- A system to alert and notify employees of an emergency
- Evacuation procedures and emergency escape routes
- Procedures for employees who remain to operate critical plant operations before they evacuate
- A procedure to account for all employees after an emergency evacuation is completed
- Rescue and medical duties for those employees who are able to perform them
- Names or regular job titles of persons or departments who can be contacted for further information or explanation of duties under the plan

## Contact Information

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**This EAP has been prepared for the UC Davis Department of Animal Science. The plan complies with the California Code of Regulations, Title 8, Section 3220.**

Department of Animal Science

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*(Office Name)*

2223 Meyer Hall (Main Office), with offices and laboratories located in Meyer Hall. There are also multiple animal facilities located around campus covered by this plan.

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*(Office Location)*

752-1250

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*(Phone)*

752-0175

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*(Fax)*

Anita Oberbauer (Chairperson)

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*(Director/Dean/Chairperson)*

752-1252

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*(Phone)*

amoberbauer@ucdavis.edu

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*(email)*

Leslie Oberholtzer

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*(Department Safety Coordinator)*

752-1816

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*(Phone)*

ljoberholtzer@ucdavis.edu

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*(email)*

Joel Van Eenennaam

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*(Alternate Safety Contact)*

752-2058

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*(Phone)*

jpvaneeennaam@ucdavis.edu

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*(email)*

**This Emergency Action & Evacuation Plan will be reviewed annually in:**

**November**

# Emergency Protocols-Alert and Notification

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## Reporting Emergencies:

In the event of an emergency, UC Davis employees should contact UC Davis Dispatch by dialing **9-1-1** from a land line or a cell phone.

### You should call 9-1-1:

- In the event of a medical emergency
- To report all fire incidents, *even if the fire is extinguished*
- To report criminal or suspicious behavior
- If you are in doubt about the seriousness of a situation, such as any possible situation that you believe may be serious and that may result in injury, death, loss of property, apprehension of a suspected criminal or prevention of a crime that is about to occur.

*You should immediately alert the UC Davis Fire Department of any extinguisher usage.*

### Provide the following information to UC Davis Dispatch upon calling

- Who you are
- Whether you are in a safe location
- What the nature of the emergency is
- Where it is located
- When it happened
- How it happened

## Alert and Notification of Employees:

If an emergency calls for an evacuation or employees to take action, there needs to be a system in place to notify them. Emergency alert and notification of employees should be multi-layered, as systems can fail. A variety of methods are available, though not all systems apply to every building on the UC Davis campus, including:

- Audible alarm
- Visual alarms/signals
- Verbal notification
- UC Davis WarnMe
- Via other electronic media

**The methods of alert and notification of employees in this department are:**

Primary Method: Fire Alarm System if the entire building needs immediate evacuation, otherwise our Department list-serve Email. Additional notifications: Phone Tree (if electricity/email is down) or Verbal Notification (if phones inoperable).

## **Emergency Protocols-Evacuation**

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### **Evacuation Procedures & Routes**

Many incidents (*e.g.* building fire, police response) could require an evacuation of all or part of the campus. All employees must evacuate the building when notified to do so. Please refer to Policy & Procedure 390-10 for more information on Campus Emergency Policy.

#### ***Prior to Exiting***

After being notified to evacuate, stop all work activities and evacuate immediately. Close, but do not lock, the doors (locked doors can hamper rescue operations). Remember that you may not be allowed back into the building for an extended time. Everyone present in an office, lab, or facility should double check that everyone exits, and help anyone requiring assistance.

#### ***Evacuation Routes/Exiting the Building***

During an emergency evacuation, use the nearest door or stairway if available. Each employee needs to be aware of at least two exit routes in their main building in the event one is compromised.

#### ***Assembly Areas***

After exiting the building, all employees, students, volunteers, and visitors should follow the evacuation route to the pre-arranged assembly area.

**Meyer Hall Evacuees**: Assemble around the asphalt bike path just north of the building loading dock, the Safety Coordinator (Leslie Oberholtzer), Safety Alternate (Joel Van Eenennaam), Department Chair (Anita Oberbauer), and CAO (Kelly Wade) are the Assembly Area Managers.

South of Meyer Hall the H.H. Cole Facility (**Cole A Evacuees**): Assembly will be out the nearest safe door and meet in the gravel parking area just east of the building, (Mitloehner Lab) is the Assembly Area Manager.

South of Meyer Hall the H.H. Cole Facility (**Cole B Evacuees**): Assembly will be out the nearest safe door and meet outside of the southwest gate along the fence line. Be sure not to block traffic on Putah Creek Lodge Road or obstruct emergency personnel and equipment. Sandra Weisker (Facility Manager) is the Assembly Area Manager.

South of Meyer Hall the H.H. Cole Facility (**Cole C Evacuees**): Assembly will be out the nearest safe door and meet in the parking area just south of the building, Caleb Sehnert (Facility Manager) is the Assembly Area Manager.

West of Meyer Hall, fronting on Dairy Road and backing on LaRue Rd, the Animal Science Teaching Facilities (**ASTF Evacuees**): Assembly will be out the nearest safe door and meet in the parking area just east of the 500 building, Lisa Nash Holmes (Teaching Coordinator) is the Assembly Area Manager.

West of Hwy 113 between Olive Tree Lane and Hopkins Rd, **The Straloch Barn, the Feedlot, Feed Mill, and Animal Science Shop Evacuees**: Assembly will be via the nearest safe exit and proceed to the gravel parking area north of Straloch Barn, Jerry Johnson or James Moller or David Gall (Feedlot & Feedmill Managers) or Mark Rubio (Shop Manager) are the Assembly Area Managers.

West of Meyer Hall, fronting on Dairy Rd and backing onto LaRue Rd. **The Dairy Evacuees**: Assembly will be in the parking lot east of the building, Doug Gisi or Sharlie Folsom (Facility Managers) are the Assembly Area Managers.

Located on the south side of Hwy 80, tucked in east and north of the Beagle Pens by Low Water Bridge (H Zone), **The Goat Barn Evacuees**: Assembly will be in the area just south of the than building, Rachel Irene Conway (Facility Manager) is the Assembly Area Manager.

West of the Feedlot along Hopkins Rd, **The Hopkins Tract Evacuees**: Assembly will be in the parking lot just east of the main building, Kristy Smith (Facility Manager), Jackie Pimenti and Caitlin Green are the Assembly Area Managers.

South of Meyer Hall and southeast of the Cole Facility, **The Horse Barn Evacuees**: Assembly will be in the gravel area just north of the barn, Joel Vioria (Facility Manager) will be the Assembly Area Manager.

Located near Farm Services along Garrod Dr, **The Sheep Barns** (one with living quarters for students) **Evacuees**: Assembly will be on the gravel area in between the two barns, Dana Van Liew (Facility Manager) will be the Assembly Area Manager.

Located west of Hwy 113 between Olive Tree Lane and Hopkins Rd just north of the Straloch Barn, **The Swine Facility Evacuees**: Assembly will be in the gravel area south of this facility and north of the Straloch Barn, Aaron Prinz (Facility Manager) will be the Assembly Area Manager.

All employees should stay within your respective group at the Assembly Area. No one should leave the area until notified by the First Responders, Assembly Area Manager, or Responder Liaison.

## **Assigned Job Responsibilities**

***Meyer Hall Assembly Area Managers: Safety Coordinator (Leslie Oberholtzer), Safety Alternate (Joel Van Eenennaam), Department Chair (Anita Oberbauer), and Department CAO (Kelly Wade). Other Animal Facilities; see above site-specific managers' names.***

The Assembly Area Manager should be responsible for taking roll call and therefore it is imperative that *prior* to an emergency the Department Safety Coordinator (DSC) and Assembly Area Managers work together to ensure an updated roll call sheet is available and accessible at the time of the emergency. Because there is a constant flux of new students/interns/visitors, etc that enter our Department each quarter and because there is the constant movement of different graduate students in and out of the laboratories during each day, and students in and out of the classrooms, it is impossible to keep an accurate day-to-day list of who exactly is or is not present at any given time. Thus, it is the responsibility of the lab PI or manager, instructor or lecturer, to ensure all people present at the time of an alarm, evacuate the laboratory or classroom. The office and advising managers need to ensure all personnel present that day are evacuated, and it is the individual office inhabitants' responsibility not to ignore an evacuation alarm. The Assembly Area Managers need to be informed immediately of any person not evacuated from their laboratory or office, for whatever reason.

The Assembly Area Manager should report any injuries in need of immediate care to First Responders. Any other minor injuries should be documented and reported through the proper chain of command in the Department of Animal Science.

The Assembly Area Manager is responsible for sharing information as it becomes available to the evacuated persons. One Assembly Area Manager *should not leave* the assembly area; therefore it is suggested the Assembly Area Manager assign a liaison to the First Responders.

***Potential Responder Liaison: Safety Coordinator (Leslie Oberholtzer), or Alternate (Joel Van Eenennaam), or Department Chair (Anita Oberbauer) or their designee (i.e. a member of the Department Safety and Welfare Committee).***

The Responder Liaison ensures important communication and information exchange between the First and Second Responders (*e.g.* Fire, Police, Facilities), and the Area Assembly Manager. The Responder Liaison is responsible for informing the on-scene Incident Commander of the status of department employees and visitors. Responder Liaisons should be prepared to provide the following information (if known)

- Nature of the emergency (*e.g.* fire)
- Location of the emergency
- Number of persons trapped
- Number of persons hurt
- Number of persons unaccounted for

After a major incident, building occupants may not re-enter buildings until cleared by a campus official.

### **Procedures for Employees Who Remain to Operate Critical Operations**

The Department of Animal Science has no critical operations requiring an employee(s) to remain in the building during an evacuation.

### **Rescue & Medical Duties**

UC Davis relies on the UC Davis Fire Department and partnering agencies to provide rescue and medical duties. Employees with specific training (first aid, CPR, etc) will be listed (name, type of training, certification date).

*Any individuals listed above should not practice outside of their scope of their training and are not expected or required to assist in any emergency or medical situation.*

The current DSC, Leslie Oberholtzer is responsible for implementing essential elements including planning, evaluating, and implementing the EAP. The following duties must be performed to maintain an effective EAP:

- Review and update the EAP annually or as needed.
- Update and submit the Emergency Call List to the UC Davis Dispatch Center.
- Train employees on the location of emergency exits, fire extinguishers, manual pull stations, first aid kits, and AEDs if applicable.
- Ensure evacuation routes are posted and walkways remain clear at all times.
- Train employees annually on the EAP, including the “Additional Training” sections. Ensure all new hires are familiar with the procedures and a copy of the plan is made available.



- Train the Assembly Area Managers, Responder Liaisons, and Alternate Department Safety Contact. Confirm they understand their duties as assigned in the plan.

## Signatures

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This EAP has been reviewed and approved by the following individuals:

\_\_\_\_\_  
Anita Oberbauer (*Department Chairperson*)

\_\_\_\_\_  
(*Date*)

The Safety Contact and Alternate are aware of their responsibilities, as described in this plan:

\_\_\_\_\_  
Leslie Oberholtzer (*Department Safety Coordinator*)

\_\_\_\_\_  
(*Date*)

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Joel Van Eenennaam (*Alternate Safety Contact*)

\_\_\_\_\_  
(*Date*)

## Roll Call Sheet

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**Department of Animal Science**

**Office Location: 2223 Meyer Hall**

**Lab Location: 2409 & 1301 Meyer Hall**

The Department Safety Coordinator (Leslie Oberholtzer), is responsible for annually updating a current list of personnel in the Departments' offices, laboratories, and animal facilities. Assembly Area Managers and DSCs should have a copy for roll call during an emergency (Appendix I).

## Additional Training:

### Communications for Campus-Wide Emergencies

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In the event of a major emergency, there are multiple ways to distribute life-saving and other important information. Be familiar with these communication methods:

- **Check the University homepage** [www.ucdavis.edu](http://www.ucdavis.edu)  
UC Davis posts information about emergencies and other major news on its home page at [www.ucdavis.edu](http://www.ucdavis.edu). News can also be found at [www.news.ucdavis.edu](http://www.news.ucdavis.edu).
- **Call the Emergency Status Line (530) 752-4000**  
The Emergency Status Line provides a recorded telephone message about the status of the Davis campus in an emergency. It indicates the emergency's nature and provides brief instructions.
- **Listen to the News Media**  
UC Davis works with the news media to share information about emergencies and provide direction to the university community.

AM radio KFBK 1530 initiates public Emergency Alert System messages for several area counties. The station offers live audio streaming at [www.kfbk.com](http://www.kfbk.com)

- **Become a “Fan” on Facebook**

UC Davis sends emergency bulletins to its “fans” on Facebook. If you aren’t already a member, join Facebook at [www.facebook.com](http://www.facebook.com). Then you will be able to visit UC Davis’ Facebook site and click through to become a fan.

- **Sign up for Personal Alerts through the WarnMe system**

This emergency notification service provides students and employees with timely information and instructions during emergencies. UC Davis WarnMe sends alerts by e-mail, telephone, cell phone and text messaging. To deliver messages, WarnMe uses employees’ work contact information from the university’s online directory, students’ e-mail addresses and personal contact information you voluntarily provide. Register and update your information at <http://warnme.ucdavis.edu>.

*It is important to understand that you will not be notified of every incident that UC Davis Police or Fire responds to. In a campus-wide emergency, communications may be sent out one or all of the ways listed above and will vary depending on the incident.*

## **Additional Training:**

### **Sheltering-in-Place**

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One of the instructions you may be given in an emergency is to shelter-in-place. Shelter-in-place is used mainly for hazardous materials incidents and sustained police action, or when it is more dangerous to venture outside than to remain indoors in your current location. This means you should remain indoors until authorities tell you it is safe or you are told to evacuate. The following are guidelines that should be shared with your department’s employees.

#### General Guidelines on how to Shelter-in-Place

- Select a small, interior room, with no or few windows, ideally with a hard-wired telephone (cellular telephone equipment may be overwhelmed or damaged during an emergency).
- Close and lock all windows and exterior doors.
- Review your EAP, inspect your workplace emergency kits if you have them.
- Do not exit the building until instructed to do so by campus officials.
- Check for status updates using the resources detailed in the section, “Communications for Campus Wide Emergencies.”

## Specific for a Hazardous Material Incident

- Turn off all fans, heating and air conditioning systems (Facilities can only do this)
- If instructed, use duct tape and plastic sheeting (heavier than food wrap) to seal all cracks around the door and any vents into the room
- If you are in your car, close windows and turn off vents and air conditioning

*In an incident requiring you to shelter-in-place, it may take several hours before it is safe to leave your building. It is important to have food and water in your office or work location to last a minimum of 24 hours, and preferably up to 72 hours. Having a workplace preparedness kit is easy to make and a good idea.*

## Additional Training:

### Community Survival Strategies for an Active Shooter

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The UC Davis Police Department hosts workshops to the members of the campus community presenting strategies to increase the likelihood of surviving an active shooter. The workshop covers five steps for increasing your chances of surviving an active shooter and also provides demonstrations for attacking the attacker.

Presentations run approximately 90 minutes including a question/answer session, but it is recommended departments allow 2 hours release time for employees, as there is a hands-on component at the end of the presentation. Community presentations are available on the Davis and Sacramento campuses throughout the year. To schedule a workshop please contact:

Lt. Matthew Carmichael

(530)752-5350

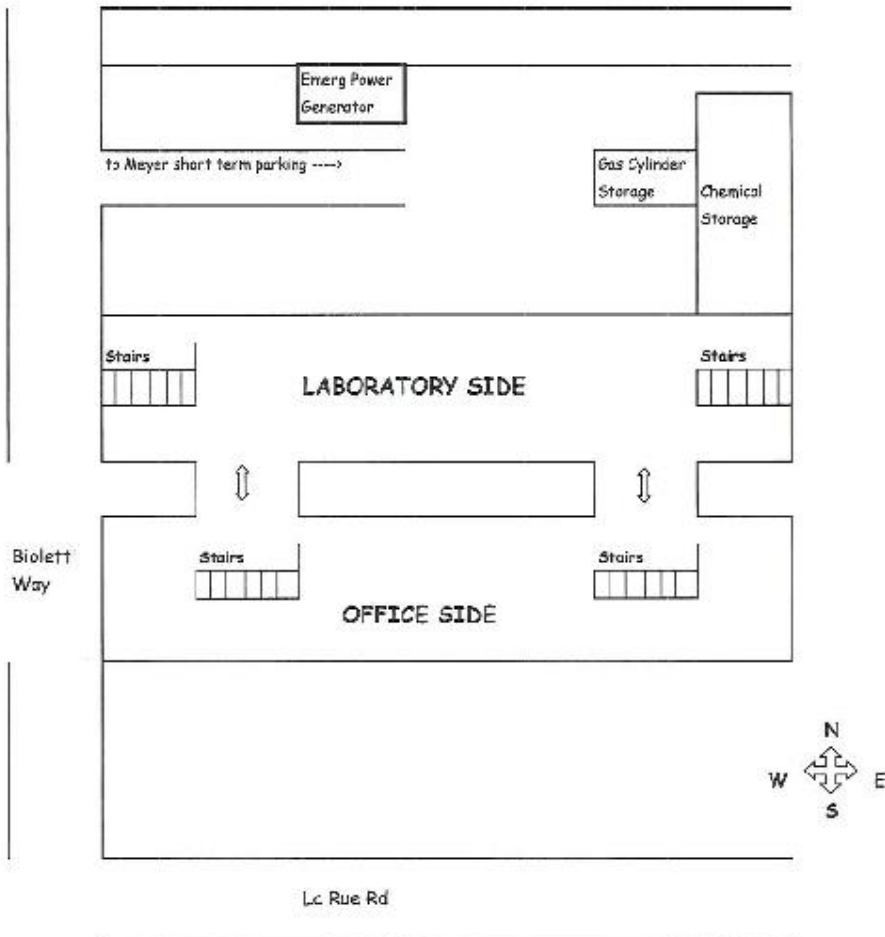
mecarmichael@ucdavis.edu

*In the training, **Community Survival Strategies for an Active Shooter** participants should be aware that the presentation deals with a very sensitive subject and uses actual audio tape from the 9-1-1 call at the Columbine shootings. Participants will also have the opportunity to see different types of firearms and should be prepared to hear what an actual gunshot sounds like.*

# ANIMAL SCIENCE EMERGENCY EVACUATION PLAN

Parking Lot #44

ASPHALT PATH ANIMAL SCIENCE MEETING AREA



**Appendix I. Department of Animal Science Roster (updated May 2015)**

**MEYER HALL LABS:**

<b>Room #(s)</b>	<b>P.I.</b>	<b>Lab Supervisor or Safety Person</b>	<b>Other Occupants</b>
<b>1301, 1303</b>	Oberbauer	Janelle Belanger (SRA)	Alexa Danner (grad) Christina Breitenbuecher (grad) Kellie Curtis (grad) Crystal Sundburg (grad) Liza Gershony (grad)
<b>1307, 1309, 1311, 1315</b>	Medrano	Alma Islas (SRA)	Angela Canovas (postd)
<b>1323, 1327, 1329, 1333</b>	Kueltz	Kueltz	Xueyin Li, Xiaodan Wang, Peng Sun, Qun Zhao (all visiting students/postdocs from China), Anne-Sophie Voisin(visiting postgrad from Belgium), Larken Root, Bryn Levitan, Toni Wiegers, Micheal Doane, Johnathon Li (all grad students), Michelle Kelley, Brittney Cunningham, Tuan Pham, Yafen Zhen (all undergrads)
<b>1335</b>	Department Histology Lab	James Chitwood (SRA)	Persons already listed in other labs and a few outside the Department. (varies)
<b>1403, 1405</b>	Mench/ <i>Tucker</i>	Margaret de Luz (Jr Spec)	Yeun Shin Lee (Lecturer rm 1111) Richard Blachford (postdoc, rm 1111) Brian Greco (grad) Kristina Bonaparte (grad) Brianna Michelle Leon Tina Madan Mackenzie Moore Brenda Najar

			Tiffany Saphihack Deborah Soliz Hoong Yin Tan Victoria Yang <i>Grazyne Tresoldi(grad)</i> <i>Erin Mintline (Jr Spec)</i> <i>Jennifer Chen(grad)</i> <i>Rachel Toaff-</i> <i>Rosenstein(grad)</i> <i>Gabrielle Simon (grad)</i> <i>Pei-Yen Chao</i> <i>Michelle Palumbo</i> <i>Veronica Wang</i>
<b>1402, 1406, 1410</b>	Klasing/ <i>Calvert</i>	Kirk Klasing	Fatema Alemi (postdoc) Kevin Bolek (grad) Emma Wills-Plutz (grad) <i>Katherine Kennedy (not in lab)</i> <i>Amy Farcas (not in lab)</i>
<b>1410</b>	Matthias Hess	Xueyan Chen (Sharon)	
<b>1411 (helps look after common 1409)</b>	Van Eenennaam	Amy Young	Bryan Welly (grad) Joseph Owen (Jr Spec) Sasha Dubrovsky (grad)
<b>1417</b>	Todgham	Joel Van Eenennaam	Brittany Bjelde Erin Flynn Madeline Kinsey
<b>1423</b>	Murray	Jim Murray	Erica Scott (grad) Asha Miles (grad) Jamie Randol (grad,winter-spring)
<b>2302, 2302A, 2302B, 2303, 2307, 2308, 2309, 2309B, 2310, 2313, 2315, 2315A, 2318, 2318A, 2319</b>	DePeters <u>Fadel</u> <b>Meyer</b> <i>Robinson</i>	Kara Ortega (Jr Spec)	Kara Ortega (Jr Spec) Krista Jacobsen (grad) <b>Patricia Price (SRA)</b> <b>Christine Miller (grad)</b> <i>Nadia Swanepoel</i> <i>Noe Gomez (grad)</i>
<b>2325, 2335b, ½ 2335a</b>	Hung	Silas Hung	Seunghyung Lee (grad)
<b>2328</b>	Ross	James Chitwood (SRA)	Yanina Bogliotti (grad) Matthew Mullin (grad) Juan Reyes (grad) Marcela Vilarino (grad)

			<p>Celia de Frutos Benitez (visit sci)  Luis Ferre (visit sci)  Devin Humpal (underg)  Ellen Lai (underg)  Meredith Scarborough (underg)</p>
<b>2416 (lab), 2332 (non-lab)</b>	Miller	Sean O'Rourke	<p>Sean O'Rourke (Proj Sci)  Omar Ali (grad)  Razib Khan (grad)  Hannah Lyman (grad)  Daniel Prince (grad)  Rachel Johnson (ABES 107)  Lucy dalila Cedillo (underg)  Ismail K. Saglam (postD)  Zach Norgaard (grad)</p>
<b>2335, ½ 2335a</b>	Hovey	Russ Hovey	<p>Josie Trott (Proj Sci)  Grace Berryhill (grad)  Caitlin Donovan (grad)</p>
<b>2327, 2334, 2405, 2403, 2403a,</b>	May	<p>Scott Brandl (grad)  Alisha Goodbla (Jr Spec)</p>	<p>Melinda Baerwald (ProjSci)  Molly Stephens (ProjSci)  Andrea Schreier (ProjSci)  Mandi Finger (ProjSci)  Mariah Meek (ProjSci)  Alisha Goodbla (JrSpec)  Daphne Gille (grad)  Alex Van Dam (visitor)  Gregg Schumer (visitor)  Alyssa Benjamin (underg)  Ryan Lew (grad)  Lauren Camp (grad)  Kyle Howarth (underg)  Megan Mayo (grad)  Alison Muller (underg)  Revati Vishwasrao (underg)  Amanda Coen (grad)</p>



<b>2404, 2406, ½ 2404A</b>	Maga	Elizabeth Maga	Lydia Garas (grad) Jill Hagey (grad) Raquel Pinho(grad) Kathleen Furtado(underg) Udyam Kumar(underg) Eduardo Fernandes(underg) Maire Rayburn(underg) Ricardo Zermeno(underg) Kim Miller
<b>2409, 2409a</b>	Mienaltowski	Jack Henderson (SRA)	Jack Henderson (SRA)
<b>2410, ½ 2404A</b>	Berger	Barbara Nitta-Oda (SRA)	Jennifer Hughes (grad) Beth Graham (grad) Kimberley Katleba- Billock (grad) Kelly Zacanti (grad) (underg) Rebecca Barrios (underg) Trent Ichiugi (underg) Adrianna Wimenta (underg)
<b>2415, (common: 2416a, 2418, 2421, 2424a, 2428)</b>	Roser	Lil Sibley (SRA)	
<b>2422, 2424, 2424B</b>	Adams		Retiring lab
<b>2423, 2423A</b>	Kebreab	Ranga Appuhamy (postD) Pedro Vaz (postD) Dario Caro (postD) Tekeste Tewoldebrhan (SRA)	Luis Moraes (grad) Kristan Reed (grad) Mitch Simon (grad) Holland Dougherty (grad) Mutian Niu (grad) Kate Taylor (visiting scholar) Gregorio Alvarez (visiting scholar) Alexa Johnson (intern) Jasmin Bardales (intern)
<b>3302, 3302a, 3302b, 3303, 3304</b>	Delany	Justin Smith (SRA)	Ingrid Youngworth (grad) Marla McPherson (grad) Ashley Kehr (underg)

<b>3310, 3312, 3307 (office)</b>	Zhou	Ying Wang (postdoc) Kelly Chanthavixay (safety person)	Neil Huefner (postd) Tae Hyun Kim (grad) Khin Mon (grad) Perot Saelao (grad) Tasha Thompson (grad) Teng Ma (visit grad) Haiming Yang (visit scholar) Huanzhen Liu (visit scholar) Shuang Niu (visit scholar) Sung-Jin Lee (visit scholar) Kelly Chanthavixay (underg) Jessica Chang (underg
<b>3315</b>	Mitloehner	Yuee Pan (SRA) Samantha Werth (grad) Clayton Neumeier (grad)	Yongjing Zhao (Project Scientist) Veronica Arteaga (staff) Mathew Cohen (grad) Elizabeth Schusterman (grad) Carlyn Peterson (grad) Ellen Lai (grad) Alex Taylor (staff) Joseph Dorsch (underg) Benjamin Kumtong (underg) Hector Rojas (underg) Tatiana Zacarias (underg) Jazmin Jordan (underg) Elizabeth Humphreys (underg) Carissa Chang (underg) Dana Pitts (underg) Courtney Louie (underg) Jessica Khuu (underg) Pietro Catini (underg) Shannon Snook (underg)
<b>3324</b>	King	Sadia Naseem	Yasir Allah Ditta (visiting scientist) Ketwee Saksratha (grad) Sadia Naseem (grad) Tatiana Zacarias(undergrad) Valerie Fates(undgrad)

			Angela Octoviani(undergrad) Shen Christabella(undergrad) Ivana Makmuri(undergrad) Jie Sheng(undergrad) Nosheen Chaudhary(undergrad) Tiffany Chen(undergrad) Mayra Preciado(undergrad) Ian Miller(undergrad) Kathryn Azarvand(undergrad) Wesley Chou(undergrad) Tammy Zhou(undergrad) Breena D’Ambrogjie(undergrad) Viridiana Castillo(undergrad)
<b>4301 (entryway), 4301A, 4301B, 4302</b>	Jack Henderson  Decommissioning	Jack Henderson (SRA)	Jack Henderson (SRA)

**MEYER HALL OFFICES:**

<b>Room #(s)</b>	<b>Supervisor</b>	<b>Occupants</b>
<b>1202 (Advising)</b>	Lisa Nash-Holmes (SRA) (1202A)	(1202B) Dana Welch (1202C) Emma Alvarez (1202D) Kathryn Jackson Megan Foote (student) Marissa Bothwell (student) Nicole Anderson (student) Fannie Chang (student) Naomi Cholst (student) Kathleen Furtado (student)
<b>2223 (Main)</b>	Kelly Wade (2223C)	Valerie Ozella (2223) Estefany Villasenor (2223) Norma Andrews (2251) Anthony “Tony” Miller (2251)

		Eric Thompson (2251) Cynthia Stillwell (2251) Marina Ramos (2255) Melissa Jordon (2223A) Dan Sehnert (2215) Anita Oberbauer (2223B,2131D)
<b>1202E</b>	Peer Advisors	Meeting room
<b>1251 (3 desks)</b>	Safety Coordinator Office	Leslie Oberholtzer
<b>1111 (3 desks)</b>	Center for Animal Welfare	YeunShin Lee (Mench,PostD) Richard Blatchford (Mench,PostD)
<b>1139 (6 desks)</b>	Office (visitors, post-doc's, emeriti, etc)	Doug Conklin (emeriti) Ralph Ernst (emeriti) Jim Millam (emeriti) Dante Lanna (Oltjen visitor)
<b>1143 (3 desks)</b>	Office (visitors, post-doc's, emeriti, etc)	Huili Wang (Ross Lab, visit fac) Sebastia'n Demyda Peyra's (Ross lab, visit post-doc) Wei Ding (Ross lab, visit Fac)
<b>1145 (3 desks)</b>	Office (staff, post-docs, etc)	Amy Young (A. VanE lab) Brian Welly
<b>1149 (6 desks)</b>	Office (visitors, post-doc's, emeriti, etc)	Don Bath (emeriti) Ed Price (emeriti) Wes Weathers(emeriti) Jerry Hedrick (emeriti)
<b>1151, 1203, 1205, 1207, 1209, 1211</b>	TA Offices	Varies every quarter
<b>1201 (3 desks)</b>	Office (visitors, post-doc's, staff)	Xiaodan Wang, Peng Sun, Qun Zhao, Anne-Sophie Voisin (visiting grad/postdocs)
<b>1249</b>	Grad Group Advisors	Caroline Eikenbary
<b>1257</b>		Abbas Ahmadi
<b>1255</b>		Chris Calvert
<b>1258</b>	CE Storage (1/2) and Ewaste storage (1/2)	No occupants
<b>1259</b>		Romeo Capell
<b>1221 (3 desks)</b>	Office (visitors, post-doc's, emeriti, etc)	Josie Trott (Hovey, Projsci) Mandi Finger (May PostD) Andrea Schreier (May PostD)
<b>1253</b>		Brandon Nguyen
<b>1202F (2 desks)</b>	Advising Assistant	John Henderson
<b>1217</b>		Annie King
<b>1261</b>		Anita Oberbauer

<b>1219</b>		Kathryn Radke (emeriti)
<b>1215</b>		Dana Van Liew
<b>2107</b>		Tom Adams(retired)
<b>2109</b>		Cassandra Tucker
<b>2111</b>		Ermias Kebreab
<b>2145</b>		Russ Hovey
<b>2147</b>		Trish Berger
<b>2241</b>		Mike Miller
<b>2201</b>		Pablo Ross
<b>2117</b>		Fred Conte
<b>2149</b>		Ed DePeters
<b>2137</b>		Serge Doroshov
<b>2115</b>		James Fadel
<b>2139</b>		Silas Hung
<b>2131B</b>		Kirk Klasing
<b>2207</b>		empty
<b>2211</b>		Mike Mienaltowski
<b>2121 (3 desks)</b>		Nadia Swanepoel (Robinson PostD) Jill Soderstrom (Robinson Grad) Noe Gomez (Robinson grad)
<b>2123</b>		Matthias Hess
<b>2125</b>		Elizabeth Maga
<b>2237</b>		Bernie May
<b>2243</b>		Juan Medrano
<b>2245</b>		Joy Mench
<b>2247</b>		Huaijun Zhou
<b>2249</b>		Conference Room (6-10 stations)
<b>2209</b>		Deanne Meyer
<b>2131C</b>		Dietmar Kueltz
<b>2151</b>		Frank Mitloehner
<b>2119</b>		Jim Murray
<b>2153</b>		Jim Oltjen
<b>2143</b>		Tom Famula
<b>2203</b>		Peter Robinson
<b>2235 (3 desks)</b>		Melinda Baerwald (ProjSci/May) Molly Stephens (ProjSci/May)
<b>2239</b>		Jan Roser
<b>2205</b>		Bob Sainz
<b>2113</b>		Alison Van Eenennaam
<b>2131A (2 desks)</b>		Josh Hull (Adj Prof) Mariah Meek (May PostD)
<b>4209</b>		Barry Wilson (deceased)

**MEYER HALL FACILITIES:**

<b>Room #(s)</b>	<b>P.I.</b>	<b>Lab Supervisor or Safety Person</b>	<b>Other Occupants</b>
<b>Cole A (177)</b>	Multi-Users	Individual PI	Primarily Mitloehner's Lab: Yongjing Zhao (Project Scientist), Yuee Pan (Lab Asst)
<b>Cole B (Small Animal Colony)</b>		Sandra Weisker (SRA)	Carol Liang (asst mng) Paloma Venegas Victor (Yanbin) Fang (asst mng) Aileen Kim Breanna Schenhuizen Daniel VanBuskirk Amy Yu Kathy Nguyen (intern)
<b>Cole C (Meat Lab)</b>		Caleb Sehnert	Antonio Beltran Khristina Rothery Cindy Garcia Esteban Alleman Miguel Guillen
<b>Cole D, E, F</b>		Dan Sehnert	
<b>ASTF</b>		Lisa Nash Holmes	Marissa Bothwell
<b>Beef Barn</b>		James Moller	Kelly McEwen (res) Carinne Cook (res)
<b>Feed Lot</b>		James Moller	James Moller Daniel Vickers (student employee) Joshua Donnelly (res) Hector Rojo (res)
<b>Feed Mill</b>		James Moller	David Gall
<b>Dairy Barn</b>		Doug Gisi	Ellen Rinell Jessica Dinis Paul Domer Caitlin Horne Rinrada Komutrattananon Jenny Padilla Maria Patino Tatiana Smith Stephenie Toste

			Maria Patino Binh Phan Andrea Smith Danielle Torres Aaron Yoder
<b>Farm Crew</b>		Mark Rubio	Jose Villasenor Sean Eldridge Frank Sauers
<b>Goat Barn</b>		Rachel Irene Conway	Shayna Allison (res) Alex Dimas (res) Nyssa Sablotny (student employee) Ricardo Zermeno (student employee) Lindsey Freeman (student employee)
<b>Hopkins</b>		Kristy Smith	Jackie Pisenti (Principal Tech) Caitlin Green (Senior Tech) Marissa Bothwell (res) Kelly McEwen (res) Aria Lindsay (res) Matt Zhong (intern) Lauren Whitfield (intern) Nerisa Riedl (intern)
<b>CCRC TB131 (at Hopkins)</b>	Oberbauer	Lisa Lit Janelle Belanger	Alexa Danner Christina Breitenbuecher
<b>Meyer Hall Animal Quarters</b>		Kristy Smith	Audry Vorametsanti (stu employee) Karla Guzman (stu employee) Nora Noble-Christoff (stu employee) Kimberly Foster (stu employee) Kayla Knott (stu employee) Gavin John (intern) Marie Popp (intern)
<b>Horse Barn</b>		Joel Vilorio	Erica Noddings-Zinola (res) Rachel Pagenkopp(res)
<b>Sheep Barn</b>		Dana Van Liew	Rebecca Barnett (res)

			Simona Lara (res) Breanna Pasqua (res)
<b>Swine Facility</b>		Aaron Prinz	Kelsi Snook(res) Vanessa Ramirez (res) Briana Ebbinghaus (res) Jasmine Huynh (res)



## **Animal Science Emergency/Disaster Recovery Plan**

The primary goal of the Animal Science Department's recovery process is to restore the critical business functions listed below within an acceptable period of time.

Critical business functions are those activities or actions that would cause serious or irreparable harm to UC Davis or to the department or unit if not performed or are interrupted during an emergency.

In the Animal Science Department, Critical Functions are:

1. Animals
2. Power/ventilation to fume hoods where noxious or toxic materials are used.
3. Power to keep freezers, especially -80 freezers, and incubators functional.
4. Infrastructure, power, and water to permit ongoing research to satisfy requirements of grants and awards.
5. Infrastructure and power to permit teaching of classes to allow students to continue on their paths to graduation.

1. Animals: The Animal Science Department maintains herds or flocks or colonies of dairy and beef cattle; horses and other equids; goats; sheep; swine; rats, mice, rabbits, and other laboratory animals; poultry and assorted other avian species; and several species of aquatic animals. All of these animals must be fed, watered, and adequately housed; the dairy cattle and dairy goats must be milked on a regular basis. It is critical that food and water be available almost immediately after an emergency, especially if that emergency takes place during hot weather. Depending on the season, the critical window for water for our animals would be an hour to 1/2 day. At the end of this document (Appendix II) are the more detailed individual standard operating procedures (SOP) for each animal facilities Disaster Planning SOP 20-102, as required by AAALAC.

2. Power/ventilation for critical fume hoods: Fume hoods used to contain perchloric acid and nitric acid digestions, kjeldahl digestions, ether extracts, and muffle ovens are critical in preventing dissemination of noxious and/or toxic fumes. In the event of a power out, processes would continue to vaporize and the vapors could travel to the disadvantage of personnel in other labs throughout Meyer Hall. The critical window for specific hoods is immediate.

3. Power for freezers and incubators: The 600A back-up generator for Meyer Hall activates a few lights throughout the building, maintains ventilation and exhaust at some level to basic chemical fume hoods, and energizes a very few outlets in the basement small animal

facility. It is vital for the preservation of many irreplaceable frozen samples that low temperature freezers be reenergized as soon as possible, as even a small rise in temperature can inactivate enzymes or degrade RNA in irreplaceable samples. Incubators may be used by researchers for continuation of cell lines, some of which are irreplaceable should they die or become contaminated. The critical window for freezers is 2 to 4 hours if they are not opened and for incubators may be as short as 1/2 hour.

4. Ongoing research: Functional laboratories and/or animal facilities complete with power, water, and sewage are necessary for carrying on research. Much of this research is funded by grants and awards, the grantors of which require ongoing progress reports complete with data. Many graduate students have thesis projects that are funded by outside sources. Students need to be able to complete research studies within a 'reasonable' period of time in order to incur as little debt as possible. The critical window for ongoing research is probably 1 week, unless someone is right in the middle of an experiment/assay with all the samples thawed out and ready to go, in which case those data points are lost.

5. Teaching: Classrooms must be available and have at least lights and ventilation for classes to take place. Faculty must meet their teaching commitments and students want to graduate in a timely manner. The critical window for teaching is probably one week.

We depend on the campus having support functions such as DaFIS, payroll, power, water, sewage, garbage, etc., going as soon as possible.

In order to continue our critical functions, especially the first one (animals), we are dependent on a constant source of water and food and a means of conveying it to the various animal facilities. Facilities Services personnel have stated that there will be back up power to all wells and that domestic water supplies should be at full pressure during a power blackout.

Backup generators will need to be obtained from facilities (2-1655) for the Goat Barn and the Dairy. The Dairy cows must be milked twice a day. We need a generator at the dairy barn during any lengthy power outage, both for milking and for chilling the milk holding tank. The Goat Barn will also need a portable generator before the next scheduled milking.

Food is available in the form of hay, grain mixtures, rations, etc. Some of the mixtures and rations are made on campus at the feed mill. Once existing supplies of certain diets have been used up, power would be necessary to process further supplies.

In addition, students live at most of our large animal facilities. In the event of a power/water/sewer outage, these students would have to be accommodated elsewhere, as they are responsible for much of the weekend and holiday feeding and care of the animals. In the small animal colony's rooms, flashlights would be used, as there is no emergency lighting in the Meyer animal rooms. The timer switches are on emergency power but the lights they control are not; photoperiod is critical for reproduction in many laboratory species. There is

insufficient emergency power to outlets in the basement small animal colony and so flashlights are made available.

The **Animal Science Recovery Team** will consist of the Safety Coordinator, Leslie Oberholtzer; Alternate Safety Coordinator, Joel Van Eenennaam, the herdsman or facilities managers under the leadership of Dan Sehnert; Department Chair, Anita Oberbauer; and the Department interim CAO, Kelly Wade.

Once Leslie Oberholtzer is notified (or whoever else is contacted first) of an emergency, she will call Dan Sehnert, Anita Oberbauer, Joel Van Eenennaam, Kelly Wade. Dan will call the animal facilities personnel. Based on the specific emergency, the Recovery Team will decide who else in the Department should be contacted to assist in the recovery plan.

We will depend on the experience of campus emergency personnel in evaluation of damage and advisability of entering structures. Once campus emergency personnel have opened Meyer Hall, senior laboratory staff and senior office staff will enter and evaluate the situation and make a written report of conditions. Once animal facilities have been opened, Dan Sehnert and a representative from each facility will go through their facilities and make written reports of conditions found within. The recovery team will use the reports to formulate recovery management efforts. Information about key emergency contacts will be gathered by the Safety Coordinator. Senior office staff in both the business and main offices will have information on vendors and grant agency contacts. Lab managers and faculty should have equipment specifics. The business office, and DaFIS, have a list of all equipment on University equipment inventory, but may no longer have lists of equipment that has gone off inventory.

During the recovery phase, staff who are allowed back into labs and/or facilities should keep track of hours worked in the recovery effort. All staff and students who are feeding and caring for animals are to keep a timesheet as usual. If any personal expenses are incurred during the recovery process, receipts should be kept and records kept of particulars. Reimbursement will be made as soon as possible. Personnel who have been instructed NOT to come in to work will be kept apprised of the situation through email or phone calls.

**Animal Science Recovery Team**

<u>Contact phone numbers are:</u>	<u>Office</u>	<u>Home</u>
Leslie Oberholtzer, Safety Coordinator	752-1816	Cell (502) 225-6696
Joel Van Eenennaam, Alt. Safety Coordinator	752-2058	530-759-0655 Cell (530) 400-0272
Anita Oberbauer, Chair	752-1252	Cell (707) 718-0100
Kelly Wade, CAO	752-4512/4695	Cell (530) 867-2892
Dan Sehnert, Facilities Manager	752-1256	Cell (530) 736-9124

## APPENDIX II: Animal Facilities Disaster Planning SOP's:



Cole B Small Animal Colony/Animal Science

<b>Title: Disaster Planning</b>	<b>SOP No.: 20-102 Version: 1</b>
<b>Issue Date: 07/08/2010</b>	<b>Page 29 of 60 Next Review Date: 07/08/2016</b>

- 1.0 Purpose: The purpose of this standard operating procedure (SOP) is to describe and outline procedures to be taken in the event of an emergency. Emergencies addressed here-in include equipment failure in addition to natural disasters.
- 2.0 Scope/Responsibility: These procedures are to be followed by faculty, staff, student employees, and students working in Cole B. Use these procedures when faced with a disruption in normal facility operations and services.
- 3.0 Materials:  
 Department of Animal Science Emergency Action and Evacuation  
  
 GuideLand Line Telephone and telephone lists—located in room 117a (supervisor’s office)  
  
 Sign-in logs and works schedules—take these with you during an evacuation to locate personnel  
  
 CO<sub>2</sub> tank  
  
 Ketamine and xylazine  
  
 Euthanasia solution (available from Campus Veterinary Services)  
  
 Surgical scissors or guillotine  
  
 Penetrating Captive Bolt gun (see Dan Sehnert or Caleb Sehnert, Cole A or C)  
  
 55-gallon drum and pump for emergency water—located in the Feed and Bedding Building (east of Cole B on the north side of the building)  
  
 Bleach

#### 4.0 Emergency Response and Contact Information

##### 4.1 **911—for any Medical, Fire, Police, or Chemical Emergency**

4.2 Notify the following people of any emergency.

4.2.1 Sandra Weisker, Facility Manager: 752-3642 (office); 756-2759 (home); 908-0203 (cell)

4.2.2 Dan Sehnert, Facilities Manager: 752-1256 (office); 757-2907 (home)

4.2.3 Leslie Oberholtzer, Safety Coordinator: 752-1816 (office) 502-225-6696 (cell)

4.2.3.1 Joel van Eenennaam, Alternate Safety Coordinate: 752-1046 (lab)

4.3 Emergency Phone Tree

4.3.1 Dan Sehnert will notify Sandra Weisker

4.3.2 Sandra Weisker will notify affected student personnel and faculty.

#### 5.0 Personnel Injury

5.1 Call 9-1-1 for emergency medical assistance.

5.2 For non-emergencies requiring medical assistance, call for advice, or take the injured person to:

5.2.1 Employees: Occupational Medicine at the corner of Oak and Russell. (Phone # 752-2330)

5.2.2 Students: Cowell Student Health Center on La Rue between Hutchinson and Orchard Park (Phone # 752-2300)

5.2.3 Employees or students after hours: Sutter Davis Hospital, 2000 Sutter Place (Phone # 756-6440)

#### 6.0 Personnel Evacuation

6.1 People and their safety are our first priority. Remove yourself, and anyone in need of assistance, from immediate danger of fire, flood, or earthquake, etc.

6.2 To evacuate Cole B, use the closest unobstructed exit.

6.2.1 Southwest—entrance door by office

6.2.2 Southeast—by room 129

6.2.3 Northeast and northwest—exit at the end of the hall, turn toward the center of the building and exit out of the exterior doors on either side of the dirty area.

6.3 As you leave:

6.3.1 Close any open animal cages if you can do so safely.

6.3.2 Take your keys

6.3.3 Make sure each door closes tightly behind you, but do not lock it if it is unlocked. If you can safely do so, unlock it if the door is locked.

6.3.4 Do not stop to step through footbaths, wash hands, or change clothes. If you can do so safely, you may pick up personal belongings from the locker room.

6.3.5 Anyone may pick up the sign-in logbook and the work schedule and bring it to the meeting area.

6.3.6 If appropriate, sound a fire alarm located at each exit or call 9-1-1.

6.4 Assembly area (See map at end of section)

6.4.1 The Cole B assembly area is outside of the southwest gate. Meet outside of the gate along the fence line. Be sure not to block traffic on Putah Creek Lodge Road or obstruct emergency personnel and equipment.

6.4.2 Sandra Weisker, Facility Supervisor, is the Assembly Area Manager. If she is unavailable, the responsibility is designated to the senior SAC employee present.

6.4.3 Assembly Area Manager will:

6.4.3.1 Take roll using the sign-in logbook. Try to determine who might be left in the building and where they might be according to the work schedule.

- 6.4.3.2 Give information on potential personnel inside the building to emergency workers.
- 6.4.3.3 Listen for instruction from emergency workers and disseminate to those affected.

## 7.0 Animal Evacuation

- 7.1 Animal safety is our second priority. Once it is safe to enter the facility, attend to the animals.
- 7.2 Unless animals are in obvious danger that can be alleviated by moving them to another area, leave them in their home rooms.
- 7.3 Since Cole B is on a single level, any animal rack can be easily moved within the building.
  - 7.3.1 Remember to remove recoil hoses from automatic watering valves on the wall prior to moving the rack.
  - 7.3.2 If there is time, pull sipper tubes out of animal cages and lay bottles sideways in the feeder to prevent flooding the cage while you move them. Remember you will need time to turn bottles back over when you reach your destination.
- 7.4 If the home room is no longer safe, evaluate the following areas, and choose the first location on the list that will provide a safe alternative.
  - 7.4.1 An empty animal room.
  - 7.4.2 A hallway, clean room, or storage area.
  - 7.4.3 An animal room housing the same species (closest in health status).
  - 7.4.4 An animal room housing a different species.
  - 7.4.5 The bedding storage building located east of Cole B.
  - 7.4.6 The parking lot or other offered outside area.
- 7.5 Remember to provide water to the animals in the new location. If water bottles have been turned over to prevent leaking, reinsert sipper tubes into cages. If racks are moved to an area with working automatic water valves, automatic watering racks may be reattached. Open the top valve to release air from the manifold after attaching. If automatic water lines are not available, water bottles may be used on automatic watering racks. See section 10.0.

## 8.0 Humane Euthanasia of Animals:

- 8.1 In the event of a major disaster in which injury to the animals or loss of resources required to adequately care for the animals makes euthanasia a necessity, animals will be euthanized according to the species-specific SOP (40-102 for rodents, 40-103 for rabbits or other small mammals, 40-106 for aquatics).
- 8.2 If euthanasia is deemed necessary and CO<sub>2</sub> and/or injectable anesthesia or euthanasia is unavailable, the facility supervisor is trained in euthanasia by cervical dislocation of mice and small rats and decapitation of mice, rats, small rabbits and fish on conscious animals.
- 8.3 The department is equipped with a penetrating captive bolt gun which can be used to euthanize large rabbits.

## 9.0 Power Failure (Appendix E—Circuit Board Schematic)

- 9.1 In the event of a power outage, the hallway will be lighted by battery powered emergency lighting for approximately 90 minutes. No light is available inside the room; however, glow-in-the-dark strips are affixed to the doorjamb.
  - 9.1.1 If possible, close any cages open at time of blackout.
  - 9.1.2 Exit to the hallway.

- 9.2 Flashlights are located in the scrub cabinet in the office.
  - 9.2.1 Use flashlights to assist other personnel in exiting building.
  - 9.2.2 If safe and necessary, flashlights may be used to return to animal room.
- 9.3 In the event of a power outage, the back up generator must be turned on manually by physical plant personnel. Expect up to a one-hour delay, but call immediately as a reminder.
- 9.4 The backup generator will run the air handlers (supply and exhaust fans), the de-ionizing pump and water distribution systems to the automatic watering racks, and the lighting to animal rooms.
- 9.5 Power is limited. Use only photoperiod lighting; turn off working lights. Turn off photoperiod lights in unoccupied animal rooms.
- 9.6 There will be no temperature and humidity control unless there is steam and/or chilled water available from physical plant. Nestlets, Enviro-dri, tubes, or group housing will help increase temperature and humidity in cages. A limited number of microisolator tops are available and may also be used to increase temperature and humidity in critical rodent cages. Some adjustments can be made by placing ice or water in the room, if available. There will not be enough power to run portable fans or heaters.
- 9.7 Power outages which turn off the air handlers generally cause a build up of condensation. We often will get water pouring out of condensate pans following the restoration of power. If power is off 30 minutes or more, open the access panel outside of room 129 and pull the bag out to direct the water to the floor.

## 10.0 Water

- 10.1 **Do not flush racks if water is unavailable.** Automatic watering racks hold approximately 8 hours of drinking water for animals on the rack.
- 10.2 If there is water available to fill water bottles, they may be used on the tall automatic watering racks. A small round hole in the perforated metal shelf allows the placement of a sipper tube in each cage.
  - 10.2.1 A limited number of bent sipper tubes will allow bottles to lie on their side with the sipper tube through the hole.
  - 10.2.2 If cages are spaced to every other shelf, bottles with straight tubes can stand upright.
- 10.3 A clean 55 gallon drum and drum pump is located in the bedding storage building to the east of Cole B. These may be used to receive water from a water truck and fill bottles as needed.
- 10.4 If water available is contaminated or non-potable, bleach may be added to reduce bacterial concentrations (safe for animals and humans). To purify water, add 2 drops of bleach per quart or liter, 8 drops (1/8 tsp or 0.75 ml) per gallon, or ½ teaspoon per 5 gallons of water. If water is cloudy, double recommended dosage. Let water stand 30 minutes before using it. Do not store purified water in contaminated containers. See Section 11 to sanitize containers and bottles.

## 11.0 Food and Bedding

- 11.1 Most feed and bedding is purchased from Dean's Animal Feeds located at 403 Quarry Road, San Carlos, CA 94070, (800) 675-1425.
- 11.2 Although feed has a limited shelf life, enough feed should be ordered to allow at least a one-week delay in food orders.
- 11.3 Bedding is stored in the Bedding Storage Building and brought in via the autoclave.
- 11.4 Local sources for feed and bedding
  - 11.4.1 Higby's Country Feed in Dixon (707) 678-9007
  - 11.4.2 Other animal facilities on campus (i.e., Nutrition or C.L.A.S.)



11.4.3 Pets stores, i.e., Petco or ACE. (Feed from these sources is more likely to be stored improperly or be out-of-date.)

11.5 In the event of an unplanned autoclave shutdown,

11.5.1 See if Nutrition or C.L.A.S. will autoclave our bedding.

11.5.2 If an autoclave is unavailable, unautoclaved bedding may be used.

11.6 If this is necessary, treat bedding bags as dirty and don't take them into the animal room, but dump bedding into containers at the animal room door (same procedures as for all feed bags).

11.6.1 Use limited supplies of autoclaved bedding in cleaner, more critical animal rooms (see room order list).

## 12.0 Sanitation Equipment Failure

12.1 Reduce the equipment needing to be sanitized

12.1.1 Cages at or below 50% capacity (1-2 animals in a cage holding 4) can be changed less often than the usual requirement for that species.

12.1.2 Refill bottles instead of changing them. Take deionized water into the animal room. There are carboys located in room 126. Dump each bottle, refill it and replace it on the same cage.

12.2 Sanitize equipment by hand using either

12.2.1 A quaternary ammonia detergent/disinfectant (See Appendix A)—leave on 10 minutes, then rinse thoroughly, or

12.2.2 Soap and water followed by a 10% bleach solution—Wash thoroughly with soap and water, rinse, and then soak for 10 minutes in bleach.

12.3 If the tunnel washer fails or is shut down, cages may be washed in the rack washer. Use angled racks located in room 125.

12.3.1 Pre-rinse all cages and place in the rack so that they are as upright as possible and water will hit all corners of the inside of the cage.

12.3.2 Bottles should be soaked for 10 minutes in a 10% solution of bleach. (You may pour bleach into bottles and soak only the inside. Solution can be reused for all bottles in a given day.) Bottles then go through the rack washer to clean the outside of the bottle. Rinsing bottles is not necessary.

12.3.3 Stoppers are soaked in quaternary ammonia prior to washing them in the rack washer as is standard procedure for the tunnel washer. These will need to be rinsed if soaked in quaternary ammonia. Substitute a 10% bleach solution if quaternary ammonia is unavailable or if fresh water for rinsing is unavailable.

12.4 If the rack washer fails or is shut down, carts will need to be hand washed.

12.4.1 Roll the dirty cart from the wash-down area through some footbath into the hallway.

12.4.2 Hose it thoroughly with quaternary ammonia detergent/disinfectant (using the hose for the floors). Remember to clean the underside of the shelves.

12.4.3 Leave quaternary ammonia on 10 minutes to disinfect.

12.4.4 Rinse cart. If not used immediately, store in a clean area set aside for carts.

## 13.0 Laundry Equipment Failure

13.1 Bag dirty laundry and take Cole A (2-6148).

13.2 Wash clothes in hot water, detergent, and bleach as usual.

13.3 Wash hands before removing clothes from the dryer. Double bag in a clean plastic bag. Seal bag and return it to Cole B.

13.4 To reduce laundry, designate a lab coat for each animal room. Leave the lab coats outside of the room and put it on as you enter. Lab coats may be used for 1 week between launderings.

14.0 Labor Force Reduction

14.1 Reduce labor needs to a minimum

14.1.1 Perform only those jobs necessary to animal welfare.

14.1.2 Low risk or low maintenance animals may be checked less often. Rabbits must be fed daily and all rooms should be entered daily to assure temperature and humidity are acceptable.

14.1.3 Cages at ½ capacity may be changed less frequently

14.1.4 Reduce sanitation labor as in a sanitation equipment failure.

14.2 Call Dan Sehnert for possible farm crew back up.

14.3 Call investigators for back up.

15.0 Appendix/Attachments:

Appendix A—Chemicals

Appendix E—Circuit Board Schematic

Attachment—Evacuation Map

**Revision History:**

Revision	Author	Revisions Made	Effective Date
01	Sandra Weisker	New SOP	07/08/2010



Standard Operating Procedure

Dairy Facility/Department of Animal Science

<b>Title: Disaster Planning</b>	<b>SOP No.: 20-102</b>	<b>Version: 1</b>
<b>Issue Date: 7/1/10</b>	<b>Page 35 of 60</b>	<b>Next Review Date: 7/1/16</b>

1.0 Purpose:  
 The purpose of this standard operating procedure (SOP) is to outline procedures for personnel during emergency situations.

2.0 Scope/Responsibility:  
 These procedures are to be followed by staff responsible for animal care before, during, and after an emergency situation.

3.0 Materials:  
 Ag Guide

Department of Animal Science Emergency/Action/Recovery Plan

- 4.0 Procedures:
- 4.1 Contact numbers for emergency
    - 4.1.1 Facility Manager Doug Gisi 530-795-4430
    - 4.1.2 Facility Asst. Manager Sharlie Cunningham 707-574-0002
    - 4.1.3 Facility Supervisor Dan Sehnert 530-752-1686
    - 4.1.4 Emergency 911
    - 4.1.5 Campus Police 2-1230
    - 4.1.6 Campus Fire 2-1234
    - 4.1.7 Physical Plan 2-1655
    - 4.1.8 Large Animal Emergency 2-0290
  - 4.2 Evacuation of personnel
    - 4.2.1 All personnel will meet in the center of Dairy Road, west of the facility, to take roll and receive instructions
  - 4.3 Euthanasia

- 4.3.1 In the event an animal needs to be euthanized contact a facility manager or VMTH emergency at 2-0290
- 4.4 Escapes
  - 4.4.1 Immediately close perimeter gates
  - 4.4.2 Contact dairy residents to aid in the recovery of any animals outside the perimeter
- 4.5 Emergency Feed and water
  - 4.5.1 Feed
    - 4.5.1.1 Utilize feed at the Beef Facility, Feed Lot, Sheep Unit or Goat Barn
  - 4.5.2 Water
    - 4.5.2.1 Contact Ag Services to obtain the water truck and fill it at a source unaffected by the emergency
- 4.6 Fire
  - 4.6.1 Contact fire department and a facility manager
  - 4.6.2 Close perimeter gates to facility and release any animals from pens or pastures that are in danger
  - 4.6.3 Count to make sure no animals are missing
  - 4.6.4 Check for injured animals and contact managers or emergency veterinarians as needed
  - 4.6.5 Evaluate feed and water available for animals
- 4.7 Earthquake
  - 4.7.1 Contact a facility manager
  - 4.7.2 Close perimeter gates to facility and release any animals from pens or pastures that are in danger
  - 4.7.3 Count to make sure no animals are missing
  - 4.7.4 Check for injured animals and contact managers or emergency veterinarians as needed
  - 4.7.5 Evaluate feed and water available for animals
  - 4.7.6 Evaluate safety of structures and availability of electricity
- 4.8 Power outage
  - 4.8.1 Contact a facility manager
  - 4.8.2 Determine what functions are affected. Most importantly availability of water and the ability to milk
  - 4.8.3 Contact Physical Plant to initiate repairs or acquire a back up generator. Delayed milking is a large stress on the milk cows.
  - 4.8.4 If water cannot be restored in four hours haul water to the cows.
- 4.9 Freezing Weather
  - 4.9.1 Check weather reports and if freezing temperatures are anticipated drain unused lines and hoses or crack open the end valve on used water lines.
  - 4.9.2 Contact a facility manager if freezing damage occurs
  - 4.9.3 Determine what functions are affected. Most importantly availability of water and the ability to milk
  - 4.9.4 Contact Physical Plant to initiate repairs
  - 4.9.5 If water cannot be restored in four hours haul water to the cows
  - 4.9.6 Break any water on tops of water sources to allow animals access
  - 4.9.7 If lanes are too slippery for cows, scrape with a bobcat
  - 4.9.8 Check for injured animals and contact managers or emergency veterinarians as needed
- 4.10 High Winds
  - 4.10.1 Contact a facility manager if wind damage occurs

- 4.10.2 Determine what functions are affected. Most importantly availability of water and the ability to milk
- 4.10.3 Contact Physical Plant to initiate repairs
- 4.10.4 Determine if any cattle are in danger and have access to feed and water
- 4.10.5 Move cattle to a safe location and/or supply feed and water
- 4.10.6 Check for injured animals and contact managers or emergency veterinarians as needed
- 4.11 Flood
  - 4.11.1 Contact a facility manager if flooding occurs
  - 4.11.2 Determine what functions are affected. Most importantly availability of water, feed and the ability to milk
  - 4.11.3 Contact Physical Plant to initiate repairs
  - 4.11.4 Determine if any cattle are in danger and have access to feed and water
  - 4.11.5 Move cattle to a safe location and/or supply feed and water
  - 4.11.6 Check for injured animals and contact managers or emergency veterinarians as needed
- 4.12 Vandalism or Terrorism
  - 4.12.1 Contact police and a facility manager
  - 4.12.2 Determine the extent of the problem and take action to supply the cows safe feed and water.
  - 4.12.3 Count animals to make sure none are missing
  - 4.12.4 Check for injured animals and contact managers or emergency veterinarians as needed
  - 4.12.5 Test the milk in the tank for antibiotics

**Revision History:**

Revision	Author	Revisions Made	Effective Date
01	Doug Gisi	<ul style="list-style-type: none"> <li>• New SOP</li> </ul>	7/1/10



**Standard Operating Procedure**

**(UCD Feedlot-Beef Barn/Animal Science Department)**

<b>Title: Disaster Planning</b>	<b>SOP No.: 20-102</b>	<b>Version: 1</b>
<b>Issue Date: 5-21-10</b>	<b>Page 38 of 60</b>	<b>Next Review Date:5-21-16</b>

1.0 Purpose:

The purpose of this standard operating procedure (SOP) is to outline procedures for personnel during emergency situations.

2.0 Scope/Responsibility:

These procedures are to be followed by staff responsible for animal care before, during, and after an emergency situation.

3.0 Materials:

Ag Guide

Department of Animal Science Emergency/Action/Recovery Plan

4.0 Procedures:

4.1 Fire

4.1.1 Contact Persons:

4.1.1.1 Emergency call 911

4.1.1.2 Fire Department Emergency 911 or 530-752-1230

4.1.1.3 Police Department Emergency 911 or 530-752-1230

4.1.1.4 Sr. Beef operations Manager, Jerry Johnson-personal cell 530-300-8208

4.1.1.5 Asst. Beef Operations Manager James Moller-personal cell 530-524-1818

#### 4.1.2 Structural Fire

4.1.2.1 Release animals from barns and/or corrals that are, or in danger of burning. Close all perimeter facility gates at Feedlot or Beef Unit to keep animals contained.

4.1.2.2 Contact Clinical Veterinarian regarding injured animals.

#### 4.1.3 Range Fire

4.1.3.1 Release threatened animals from fields that are burning, or in danger of burning.

4.1.3.2 Count animals and search for any missing animals.

4.1.3.3 Contact Clinical Veterinarian regarding injured animals.

#### 4.2 Earthquake

4.2.1 Contact Beef Operation Managers at above numbers.

4.2.2 Release animals from barns and/or corrals if necessary. Close all perimeter facility gates at Feedlot or Beef unit.

4.2.3 Move animals to new pasture in necessary.

4.2.3.1 Monitor availability and abundance of water.

4.2.3.2 Monitor availability and abundance of feed.

4.2.4 Count animals and search for any missing animals.

4.2.5 Contact Clinical Veterinarian regarding injured animals.

#### 4.3 Power Outage

4.3.1 Contact Operations & Maintenance at 530-752-1655 and request the repair needed.

4.3.2 Call Beef Operation managers to report problem at above numbers.

4.3.3 Release animals from barns and/or corrals.

4.3.4 Move animals to new pasture in necessary.

4.2.4.1 Monitor availability and abundance of water.

4.2.4.2 Monitor availability and abundance of feed.

4.3.5 Count animals and search for any missing animals.

4.3.6 Contact Clinical Veterinarian regarding injured animals.

#### 4.4 Freezing Weather and/or Heavy Snow

4.4.1 Contact Beef Operation Managers and report problem at above numbers.

4.4.2 Release animals from barns and/or corrals if at risk.

4.4.3 Monitor availability and abundance of water.

4.4.3.1 Move animals to a new location.

4.4.3.2 Break ice to allow access to water.

4.4.3.3 Transport water to animals if needed.

4.4.4 Monitor availability and abundance of feed.

4.4.4.1 Move animals to a new location.

4.4.4.2 Provide supplemental feed.

4.4.5 Count animals and search for any missing animals.

4.4.6 Contact Clinical Veterinarian regarding injured animals.

#### 4.5 High Winds and/or Electrical Storms

4.5.1 Contact Beef Operations Managers and report problem at above numbers.

4.5.2 Release animals from barns and/or corrals if at risk.

4.5.3 Monitor availability and abundance of water.

4.5.3.1 Move animals to a new location.

4.5.3.2 Transport water to animals.

4.5.4 Count animals and search for any missing animals.

4.5.5 Contact Clinical Veterinarian regarding injured animals.

#### 4.6 Localized Flooding

4.6.1 Contact Beef Operations Managers and report problem at above numbers.

4.6.2 Release animals from barns and/or corrals if at risk.

4.6.3 Monitor availability and abundance of water.

4.6.3.1 Move animals to a new location.

4.6.3.2 Transport water to animals.

4.6.4 Monitor availability and abundance of feed.

4.6.4.1 Move animals to a new location.



4.6.4.2 Provide supplemental feed.

4.6.5 Count animals and search for any missing animals.

4.6.6 Contact Clinical Veterinarian regarding injured animals.

#### 4.7 Slope Failure

4.7.1 Contact Beef Operations Managers and report problem at above numbers.

4.7.2 Release animals from barns and/or corrals if at risk.

4.7.3 Monitor availability and abundance of water.

4.7.3.1 Move animals to a new location.

4.7.3.2 Transport water to animals.

4.7.4 Monitor availability and abundance of feed.

4.7.4.1 Move animals to a new location.

4.7.4.2 Provide supplemental feed.

4.7.5 Count animals and search for any missing animals.

4.7.6 Contact Clinical Veterinarian regarding injured animals.

#### 4.8 Airplane Crash

4.8.1 Contact Beef Operations Managers and report problem at above numbers.

4.8.2 Release animals from barns and/or corrals if at risk.

4.8.3 Monitor availability and abundance of water.

4.8.3.1 Move animals to a new location.

4.8.3.2 Transport water to animals.

4.8.4 Monitor availability and abundance of feed.

4.8.4.1 Move animals to a new location.

4.8.4.2 Provide supplemental feed.

4.8.5 Count animals and search for any missing animals.

4.8.6 Contact Clinical Veterinarian regarding injured animals.

#### 4.9 Terrorism

4.9.1 Contact Beef Operations Managers and report problem at above numbers.

4.9.2 Release animals from barns and/or corrals if at risk.

4.9.3 Monitor availability and abundance of water.

4.9.3.1 Move animals to a new location.

4.9.3.2 Transport water to animals.

4.9.4 Monitor availability and abundance of feed.

4.9.4.1 Move animals to a new location.

4.9.4.2 Provide supplemental feed.

4.9.5 Count animals and search for any missing animals.

4.9.6 Contact Clinical Veterinarian regarding injured animals.

#### 4.10 Drought at Range Locations

4.10.1 Monitor availability and abundance of water.

4.10.1.1 Move animals to a new location.

4.10.1.2 Transport water to animals.

4.10.2 Monitor availability and abundance of feed.

4.10.2.1 Move animals to a new location.

4.10.2.2 Provide supplemental feed.

#### ***Revision History:***

<b>Revision</b>	<b>Author</b>	<b>Revisions Made</b>	<b>Effective Date</b>
01	Jerry Johnson	<ul style="list-style-type: none"><li>• New SOP</li></ul>	5-21-10



Goat Facility/Department of Animal Science

<b>Title: Disaster Planning</b>	<b>SOP No.: 20-102    Version: 1</b>
<b>Issue Date: 6/30/10</b>	<b>Page 43 of 60    Next Review Date: 6-30-16</b>

1.0 Purpose:

The purpose of this Standard Operating Procedure (SOP) is to outline the procedures for Goat Facility personnel to follow during emergency situations.

2.0 Scope/Responsibility:

These procedures are to be followed by staff, student employees, research personnel, students, volunteers and interns at the Goat Facility.

3.0 Materials:

Ag guide

Department of Animal Science Emergency Action and Evacuation Guide

4.0 Fire:

4.1 Contact Information:

- 4.1.1 Call 911 Emergency.
- 4.1.2 Call facility manager, Rachel Irene Conway, 707-845-8291.
- 4.1.3 Call Animal Science Facilities Manager, Dan Sehnert 530-752-1256 or 530-473-2148.

4.2 Release animals that are inside the barn or in danger of being harmed.

4.3 Contact Clinical Veterinarian, Large Animal Field Services or Large Animal Hospital to care for injured animals.

5.0 Earthquake:

5.1 Contact facility manager at above numbers.

5.2 Release animals from barn or enclosures if necessary

5.3 Move animals to a safe location if necessary.

5.4 Contact Operations and Maintenance at 530-752-1655 and report any damage to buildings, facility or trees.

5.5 Contact Clinical Veterinarian, Large Animal Field Services or Large Animal Hospital to care for injured animals.

6.0 Power Outage:

6.1 Contact Operations and Maintenance at 530-752-1655 and report the outage.

- 6.1.1 Describe the fact that this is a dairy, and the goats must be milked on schedule. Let them know the next scheduled milking time.

- 6.1.2 If the power outage cannot be resolved by the next scheduled milking time, Maintenance and Operations must provide a portable generator.
- 6.1.3 The portable generator can be used to run the portable milking machine and goats may be milked in that manner.
- 6.2 Contact facility manager at the above numbers.
- 7.0 High Winds/Storms:
  - 7.1 Report any damage that occurs to Operations and Maintenance at 530-752-1655.
  - 7.2 Contact facility manager at above numbers.
  - 7.3 Monitor the goats and move those that may be in danger to a safe location.
  - 7.4 Contact Clinical Veterinarian, Large Animal Field Services or Large Animal Hospital to care for injured animals.
- 8.0 Freezing Weather:
  - 8.1 Contact facility manager at above numbers
  - 8.2 If water pipes freeze, Contact Operations and Maintenance at 530-752-1655 and report the situation.
    - 8.2.1 Explain to them that all animals are on “lixit” waterers and will be without water when pipes are frozen.
    - 8.2.2 Carry water to affected areas if the problem cannot be resolved within 2 hours.
  - 8.3 Contact Clinical Veterinarian, Large Animal Field Services or Large Animal Hospital to care for injured animals.
- 9.0 Localized Flooding:
  - 9.1 Contact facility manager at above numbers.
  - 9.2 If a group or groups of animals cannot access dry areas, feed and water, move them to a dry location. If none is available at the facility, they can be transported to Cole D.
- 10.0 Appendix/Attachments:
  - 10.1 UC Davis, Department of Animal Science Emergency Action & Evacuation Guide.

**Revision History:**

Revision	Author	Revisions Made	Effective Date
01	Jan Carlson	<ul style="list-style-type: none"> <li>• New SOP</li> </ul>	6-30-10



**Standard Operating Procedure**

**(UCD Avian Science Research Facility-Hopkins/Animal Science Department)**

<b>Title: Disaster Planning</b>	<b>SOP No.: 20-102</b>	<b>Version: 1</b>
<b>Issue Date: 6-23-10</b>	<b>Page 45 of 60</b>	<b>Next Review Date:6-23-16</b>

1.0 Purpose:

The purpose of this standard operating procedure (SOP) is to outline procedures for personnel during emergency situations.

2.0 Scope/Responsibility:

These procedures are to be followed by staff responsible for animal care before, during, and after an emergency situation.

3.0 Materials:

Ag Guide

Department of Animal Science Emergency/Action/Recovery Plan

4.0 Procedures:

4.1 Contact Persons:

- 4.1.1 Emergency call 911
- 4.1.2 Fire Department Emergency 911 or 530-752-1230
- 4.1.3 Police Department Emergency 911 or 530-752-1230
- 4.1.4 Meyer Avian Facilities, Kristy Smith-personal cell 530-902-3048
- 4.1.5 Hopkins Avian Science Research Facility, Jackie Pisenti pager 530-759-4463, Hopkins 530-752-2874, home 707-678-2002.
- 4.1.6 Emergency action plan is posted throughout the facility

4.2 Structural Fire

- 4.2.1 Account for all staff and personnel to assure everyone has exited the building
- 4.2.2 Meeting spot for the Avian Science Research Facility on Hopkins Road is on the Hopkins roadway to the east of the headquarters building
- 4.2.3 Coordinate with the fire department re-enter the building and remove colony birds if safe to do so.
- 4.2.4 Reserve water barrels are in P house (Q019)
  - 4.2.4.1 Monitor availability and abundance of water

- 4.2.4.2 Monitor availability and abundance of feed
- 4.2.5 Contact Clinical Veterinarian regarding injured animals.

4.3 Earthquake

- 4.3.1 Contact Avian facilities personnel at above numbers.
- 4.3.2 Account for all staff and personnel to assure everyone has exited the building.
- 4.3.3 Meeting spot for the Avian Science Research Facility on Hopkins Road is on the Hopkins roadway to the east of the headquarters building.
- 4.3.4 Coordinate with the fire department re-enter the building and remove colony birds if safe to do so.
- 4.3.5 Reserve water barrels are in P house (Q019)
  - 4.3.5.1 Monitor availability and abundance of water.
  - 4.3.5.2 Monitor availability and abundance of feed.
- 4.3.6 Contact Clinical Veterinarian regarding injured animals.

4.4 Power Outage

- 4.4.1 Contact Operations & Maintenance at 530-752-1655 and request the repair needed.
- 4.4.2 Call Avian personnel and report problem at above numbers.
- 4.4.3 Verify emergency generators turn on.
  - 4.4.3.1 If generators do not restore power where needed, contact Operations & Maintenance at 530-752-1655.
- 4.4.4 Meeting spot for the Avian Science Research Facility on Hopkins Road is on the Hopkins roadway to the east of the headquarters building.
- 4.4.5 Monitor availability and abundance of water.
- 4.4.6 Monitor availability and abundance of feed.
- 4.4.7 Contact Clinical Veterinarian regarding injured animals.

4.5 Terrorism

- 4.5.1 Contact Avian personnel and report problem at above numbers.
- 4.5.2 Account for all staff and personnel to assure everyone has exited the building.
- 4.5.3 Meeting spot for the Avian Science Research Facility on Hopkins Road is on the Hopkins roadway to the east of the headquarters building
- 4.5.4 Coordinate with the fire department re-enter the building and remove colony birds if safe to do so.
- 4.5.5 Reserve water barrels are in P house (Q019)
  - 4.5.5.1 Monitor availability and abundance of water.
  - 4.5.5.2 Monitor availability and abundance of feed.
- 4.5.6 Contact Clinical Veterinarian regarding injured animals.

**Revision History:**

Revision	Author	Revisions Made	Effective Date
01	Jackie Pisenti	New SOP	6/23/10



**Standard Operating Procedure**  
**(Horse Barn/Animal Science Department)**

<b>Title: Disaster Planning</b>	<b>SOP No.: 20-102</b>	<b>Version: 1</b>
<b>Issue Date: 6/1/10</b>	<b>Page 47 of 60</b>	<b>Next Review Date:6/1/16</b>

1.0 Purpose:

The purpose of this standard operating procedure (SOP) is to outline procedures for personnel during emergency situations.

2.0 Scope/Responsibility:

These procedures are to be followed by staff responsible for animal care before, during, and after an emergency situation.

3.0 Materials:

Ag Guide

Department of Animal Science Emergency/Action/Recovery Plan

4.0 Procedures:

4.1 Fire

4.1.1 Contact Persons:

4.1.1.1 Emergency call 911

4.1.1.2 Fire Department Emergency 911 or 530-752-1230

4.1.1.3 Police Department Emergency 911 or 530-752-1230

4.1.1.4 Equine Facilities Supervisor Joel Vioria personal cell 530-902-7270

4.1.1.5 Facilities Supervisor Dan Sehnert office 530-752-1256

4.1.2 Structural Fire

4.1.2.1 Release animals from barns and/or corrals that are, or in

danger of burning. Close all perimeter facility gates at Horse Barn to keep horses contained.

4.1.2.2 Contact Clinical Veterinarian regarding injured animals.

#### 4.1.3 Pasture Fire

4.1.3.1 Release threatened animals from fields that are burning,  
or in danger of burning.

4.1.3.2 Count animals and search for any missing animals.

4.1.3.3 Contact Clinical Veterinarian regarding injured animals.

#### 4.2 Earthquake

4.2.1 Contact Equine Facilities Supervisor at above number.

4.2.2 Release animals from barns and/or corrals if necessary. Close all perimeter facility gates at Horse Barn.

4.2.3 Move animals to new pasture if necessary.

4.2.3.1 Monitor availability and abundance of water.

4.2.3.2 Monitor availability and abundance of feed.

4.2.4 Count animals and search for any missing animals.

4.2.5 Contact Clinical Veterinarian regarding injured animals.

#### 4.3 Power Outage

4.3.1 Contact Operations & Maintenance at 530-752-1655 and request the repair needed.

4.3.2 Call Equine Facilities Supervisor to report problem at above numbers.

4.3.3 Move animals to new pasture if necessary.

4.2.3.1 Monitor availability and abundance of water.

4.2.3.2 Monitor availability and abundance of feed.

4.3.4 Count animals and search for any missing animals.

4.3.5 Contact Clinical Veterinarian regarding injured animals.

#### 4.4 Freezing Weather and/or Heavy Snow



4.4.1 Contact Equine Facilities Supervisor and report problem at above numbers.

4.4.2 Release animals from barns and/or corrals if at risk.

4.4.3 Monitor availability and abundance of water.

4.4.3.1 Move animals to a new location.

4.4.3.2 Break ice to allow access to water.

4.4.3.3 Transport water to animals if needed.

4.4.4 Monitor availability and abundance of feed.

4.4.4.1 Move animals to a new location.

4.4.4.2 Provide supplemental feed.

4.4.5 Count animals and search for any missing animals.

4.4.6 Contact Clinical Veterinarian regarding injured animals.

#### 4.5 High Winds and/or Electrical Storms

4.5.1 Contact Equine Facilities Supervisor and report problem at above numbers.

4.5.2 Release animals from barns and/or corrals if at risk.

4.5.3 Monitor availability and abundance of water.

4.5.3.1 Move animals to a new location.

4.5.3.2 Transport water to animals.

4.5.4 Count animals and search for any missing animals.

4.5.5 Contact Clinical Veterinarian regarding injured animals.

#### 4.6 Localized Flooding

4.6.1 Contact Equine Facilities Supervisor and report problem at above numbers.

4.6.2 Release animals from barns and/or corrals if at risk.

4.6.3 Monitor availability and abundance of water.

4.6.3.1 Move animals to a new location.

4.6.3.2 Transport water to animals.

4.6.4 Monitor availability and abundance of feed.

4.6.4.1 Move animals to a new location.

4.6.4.2 Provide supplemental feed.

4.6.5 Count animals and search for any missing animals.

4.6.6 Contact Clinical Veterinarian regarding injured animals.

#### 4.7 Terrorism

4.7.1 Contact Equine Facilities Supervisor and report problem at above numbers.

4.7.2 Release animals from barns and/or corrals if at risk.

4.7.3 Monitor availability and abundance of water.

4.8.3.1 Move animals to a new location.

4.8.3.2 Transport water to animals.

4.7.4 Monitor availability and abundance of feed.

4.8.4.1 Move animals to a new location.

4.8.4.2 Provide supplemental feed.

4.7.5 Count animals and search for any missing animals.

4.7.6 Contact Clinical Veterinarian regarding injured animals.

#### ***Revision History:***

<b>Revision</b>	<b>Author</b>	<b>Revisions Made</b>	<b>Effective Date</b>
01	Joel Vilorio	<ul style="list-style-type: none"><li>• New SOP</li></ul>	6/1/10



**Standard Operating Procedure**

**(UCD Meyer Avian Unit/Animal Science Department)**

<b>Title: Disaster Planning</b>	<b>SOP No.: 20-102</b>	<b>Version: 1</b>
<b>Issue Date: 6-23-10</b>	<b>Page 51 of 60</b>	<b>Next Review Date:6-23-16</b>

- 1.0 Purpose:  
The purpose of this standard operating procedure (SOP) is to outline procedures for personnel during emergency situations.
- 2.0 Scope/Responsibility:  
These procedures are to be followed by staff responsible for animal care before, during, and after an emergency situation.
- 3.0 Materials:  
Department of Animal Science Emergency/Action/Recovery Plan
- 4.0 Procedures:
  - 4.1 Contact Persons:
    - 4.1.1 Emergency call 911
    - 4.1.2 Fire Department Emergency 911 or 530-752-1230
    - 4.1.3 Police Department Emergency 911 or 530-752-1230
    - 4.1.4 Meyer Avian Facilities, Kristy Smith-personal cell 530-902-3048
    - 4.1.5 Hopkins Avian Research Facility, Jackie Pisenti pager 530-759-4463, Hopkins 530-752-2874, home 707-678-2002.
    - 4.1.6 Emergency action plan is posted throughout the facility
  - 4.2 Structural Fire
    - 4.2.1 Account for all staff and personnel to assure everyone has exited the building
    - 4.2.2 Meeting spot for Meyer Hall is the asphalt pathway at the top of the loading dock driveway.
    - 4.2.3 Coordinate with the fire department to re-enter the building and remove colony birds if safe to do so.
    - 4.2.4 Reserve water barrels are in room 0218
      - 4.2.4.1 Monitor availability and abundance of water
      - 4.2.4.2 Monitor availability and abundance of feed
    - 4.2.5 Contact Clinical Veterinarian regarding injured animals.
  - 4.3 Earthquake
    - 4.3.1 Contact Avian facilities personnel at above numbers.
    - 4.3.2 Account for all staff and personnel to assure everyone has exited the building.

- 4.3.3 Meeting spot for Meyer Hall is the asphalt pathway at the top of the loading dock driveway.
- 4.3.4 Coordinate with the fire department to re-enter the building and remove colony birds if safe to do so.
- 4.3.5 Reserve water barrels are in room 0218
  - 4.3.5.1 Monitor availability and abundance of water.
  - 4.3.5.2 Monitor availability and abundance of feed.
- 4.3.6 Contact Clinical Veterinarian regarding injured animals.
- 4.4 Power Outage
  - 4.4.1 Contact Operations & Maintenance at 530-752-1655 and request the repair needed.
  - 4.4.2 Call Avian personnel and report problem at above numbers.
  - 4.4.3 Verify emergency generators turn on.
    - 4.4.3.1 If generators do not restore power where needed, contact Operations & Maintenance at 530-752-1655.
  - 4.4.4 Meeting spot for Meyer Hall is the asphalt pathway at the top of the loading dock driveway.
  - 4.4.5 Monitor availability and abundance of water.
  - 4.4.6 Monitor availability and abundance of feed.
  - 4.4.7 Contact Clinical Veterinarian regarding injured animals.
- 4.5 Terrorism
  - 4.5.1 Contact Avian personnel and report problem at above numbers.
  - 4.5.2 Account for all staff and personnel to assure everyone has exited the building.
  - 4.5.3 Meeting spot for Meyer Hall is the asphalt pathway at the top of the loading dock driveway.
  - 4.5.4 Coordinate with the fire department re-enter the building and remove colony birds if safe to do so.
  - 4.5.5 Reserve water barrels are in room 0218.
    - 4.5.5.1 Monitor availability and abundance of water.
    - 4.5.5.2 Monitor availability and abundance of feed.
  - 4.5.6 Contact Clinical Veterinarian regarding injured animals.

**Revision History:**

Revision	Author	Revisions Made	Effective Date
01	Kristy Smith	New SOP	6/23/10



**Standard Operating Procedure  
Sheep Unit/Animal Science**

<b>Title: Disaster Plan</b>	<b>SOP No.: 20-102</b>	<b>Version: 1</b>
<b>Issue Date: 6-30-10</b>	<b>Page 1 of 2</b>	<b>Next Review Date: 6-30-16</b>

1.0 Purpose:

The purpose of this standard operating procedure (SOP) is to explain the proper safety procedures for personnel and animals during an emergency.

2.0 Scope/Responsibility:

These procedures are to be followed by staff responsible for implementing the disaster plan.

3.0 Materials:

Ag Guide

Animal Science Department Safety Plan-Binder on desk top West Barn Office

Cell Phones

Water Tank Trailer

Captive Bolt

Flashlights

4.0 Procedure:

4.1 Command Structure: Facility Manager, 3 Student Herd Managers

4.2 Communication Plans: Employees listed in 4.1 will have cell phone linkage

4.2.1 Emergency Contacts:

Dana Van Liew, Sheep Unit Manager: Work 530-752-0744 Home 530-666-4293

Dan Sehnert, Facilities Manager: Work 530-752-1256 Home 530-473-2148

Leslie Oberholtzer, Safety Coordinator: 530-752-1816 Office, Cell 502-225-6696

UCD Police Department: 911

4.3 Evacuation plan and designated meeting place:

4.3.1 All animals will be removed from structures to large paddocks and enclosures dependant upon type of disaster.

4.3.2 Personnel will meet at the intersection of Brooks Drive and Garrod Road

4.4 Acquisition of emergency food and water for animals:

4.4.1 Forage and feed grains will be supplied by departmental farm crew staff.

4.4.2 Water will be hauled to unit in departmental water tank trailer by departmental farm crew staff.

4.5 Plans for dealing with loss of:

4.5.1 Power: Utilize battery powered lighting to observe and manage animals

4.5.2 Flood: Move all animals out of creek bed enclosures to elevated enclosures adjacent to East and West Barns.

4.5.3 Fire: Move all animals to open enclosures at least 200 feet from structures. Evacuate all personnel to designated meeting place: see 4.3.2

4.5.4 Earthquake: Evacuate all personnel and animals from structures to open enclosures at least 200 feet from structures, power lines and trees.

4.6 Plan for dealing with animal escapes: Open gates and herd animals in to secure enclosure.

4.7 Plan for humanely euthanizing animals: Captive bolt and exsanguination by trained personnel

**Revision History:**

<b>Revision</b>	<b>Author</b>	<b>Revisions Made</b>	<b>Effective Date</b>
01	Dana Van Liew	• New SOP	6-30-10



**Standard Operating Procedure**  
**(UCD Swine Center/Animal Science Department)**

<b>Title: Disaster Planning</b>	<b>SOP No.: 20-102</b>	<b>Version: 1</b>
<b>Issue Date: 6-30-10</b>	<b>Page 55 of 60</b>	<b>Next Review Date:6-30-16</b>

1.0 Purpose:

Outline procedures for personnel during emergency situations.

2.0 Scope/Responsibility:

These procedures are to be followed by staff responsible for animal care before, during, and after an emergency situation.

3.0 Materials:

Ag Guide

Department of Animal Science Emergency/Action/Recovery Plan

4.0 Procedures:

4.1 Fire

4.1.1 Contact Persons:

4.1.1.1 Emergency call 911

4.1.1.2 Fire Department Emergency 911 or 530-752-1230

4.1.1.3 Police Department Emergency 911 or 530-752-1230

4.1.1.4 Facility Manager, Aaron Prinz cell 760-532-5667

4.2 Earthquake

4.2.1 Contact Facility Manager at above number..

4.2.2.1 Monitor availability and abundance of water.

4.2.2.2 Monitor availability and abundance of feed.

4.2.3 Contact Clinical Veterinarian regarding injured animals.

#### 4.3 Power Outage

4.3.1 Contact Operations & Maintenance at 530-752-1655 and request the repair needed.

4.3.2 Call facility manager to report problem at above number.

4.3.3 Monitor availability and abundance of water.

4.3.4 Monitor availability and abundance of feed.

4.3.5 Contact Clinical Veterinarian regarding injured animals.

#### ***Revision History:***

<b>Revision</b>	<b>Author</b>	<b>Revisions Made</b>	<b>Effective Date</b>
01	Kent Parker	<ul style="list-style-type: none"><li>• New SOP</li></ul>	Pending



## Standard Operating Procedure

### Animal Science Teaching Facility (ASTF)/Animal Science Department

<b>Title: Disaster Planning</b>	<b>SOP No.: 20-102</b>	<b>Version: 1</b>
<b>Issue Date: 9/2010</b>	<b>Page 57 of 60</b>	<b>Next Review Date: 9/2016</b>

#### 1.0 Purpose:

The purpose of this Standard Operating Procedure (SOP) is to outline procedures for personnel during emergency situations at ASTF.

#### 2.0 Scope/Responsibility:

These procedures are to be followed by all personnel responsible for animal care at ASTF.

#### 3.0 Materials:

*Ag Guide Guide for the Care and Use of Laboratory Animals*

Department of Animal Science Emergency/Disaster Recovery Plan

Veterinary Care Program SOPs for all ANS Department animal facilities

Veterinarian Call List

#### 4.0 Procedures:

##### 4.1 Fire

##### 4.1.1 Contact Information:

4.1.1.1 Call 911 or directly to UCD Fire Department at 530-752-1234

4.1.1.2 If needed, Police Department Emergency 911 or directly at 530-752-1230

4.1.1.3 Call Teaching Coordinator/Facility Manager Lisa Nash Holmes at 530-752-6022 (office), 530-792-5068 (pager), 530-756-3901 (home), 916-947-6274 (cell)

4.1.1.4 If unable to reach Lisa Nash Holmes, call Animal Science Facilities Coordinator Dan Sehnert at 530-752-1256 (office), 530-473-2148 (home)

##### 4.1.2 Animal Safety

4.1.2.1 If livestock are present at ASTF, release large animals from pens or enclosures that are burning or are in danger of burning or harm. Close ASTF gates to secure animals unless doing so will further cause animal harm.

4.1.2.2 If lab animals are present, move the animal racks or individual cages on a cart out of harm's way.

4.1.2.3 Contact the facility managers of the respective campus animal facilities from which the animals came from. Return animals to their respective campus animal facilities if necessary.

4.1.2.4 Monitor availability and abundance of water and feed.

4.1.2.5 Contact Clinical Veterinarian for respective animal facilities regarding injured animals or posted Veterinarian Call List.

## 4.2 Earthquake

4.2.1 Contact Teaching Coordinator at above numbers.

4.2.2 Release large animals from pens or enclosures if necessary. Close all perimeter facility gates.

4.2.3 If necessary, move the lab animal racks or individual lab animal cages on a cart out of harm's way.

4.2.4 Contact facility managers to return animals to their respective campus animal facilities or another suitable location if necessary.

4.2.4.1 Monitor availability and abundance of water and feed.

4.2.5 Contact Clinical Veterinarian for specific animal facilities or posted Veterinarian Call List regarding injured animals.

4.2.6 Contact Facilities Operations & Maintenance at 530-752-1655 to report any damage.

## 4.3 Power Outage

4.3.1 Contact Facilities Operations & Maintenance at 530-752-1655 to report outage.

4.3.2 Call Teaching Coordinator at above numbers.

4.3.3 Call facility managers to return animals to their respective campus animal facilities or another suitable location if necessary.

4.3.3.1 Monitor availability and abundance of water and feed.

## 4.4 Freezing Weather

4.4.1 Contact Teaching Coordinator and report problem at above numbers.

4.4.2 If water pipe freezes, contact Facilities Operations & Maintenance at 530-752-1655

4.4.2.1 Break ice to allow access to water.

4.4.3 Call facility managers to return animals to their respective campus animal facilities or another suitable location if necessary.

4.4.3.1 Monitor availability and abundance of water and feed and transport water to animals if needed.

#### 4.5 High Winds/Storms

4.5.1 Contact Teaching Coordinator and report problem at above numbers.

4.5.2 Animals can be moved to a safer location at ASTF if needed.

4.5.3 Call facility managers to return animals to their respective campus animal facilities or another suitable location if necessary.

4.5.3.1 Monitor availability and abundance of water as needed.

4.5.4 Contact respective facility managers and Clinical Veterinarian or posted Veterinarian Call List for specific animal facilities regarding injured animals.

#### 4.6 Localized Flooding

4.6.1 Contact Teaching Coordinator and report problem at above numbers.

4.6.2 Release animals from pens or enclosures if at risk. Close perimeter facility gates if necessary.

4.6.3 Call facility managers to return animals to their respective campus animal facilities or another suitable location if necessary.

4.6.3.1 Monitor availability and abundance of water and feed.

#### 4.7 Terrorism

4.7.1 Call 911 Emergency

4.7.2 Call Teaching Coordinator at above numbers.

4.7.3 Release large animals from pens or enclosures if at risk. Close perimeter facility gates if necessary.

4.7.4 Call facility managers to return animals to their respective campus animal facilities or another suitable location if necessary.

4.7.4.1 Monitor availability and abundance of water and feed.

4.7.5 Contact respective facility managers and Clinical Veterinarian for specific animal facilities or posted Veterinarian Call List regarding injured animals.

***Revision History:***

<b>Revision</b>	<b>Author</b>	<b>Revisions Made</b>	<b>Effective Date</b>
01	Lisa Nash Holmes	<ul style="list-style-type: none"><li>• New SOP</li></ul>	9/2010