



University of Nevada, Las Vegas

Building Evacuation Plan

Howard R. Hughes College of Engineering

Thomas T. Beam Engineering Complex (TBE A & B)

&

High Bay Lab (HBL in TBE-B Service Yard)

Date Revised

March 1, 2016

Building Evacuation Plan

Introduction

The Howard R. Hughes College of Engineering, housed in the Thomas T. Beam Engineering Complex (TBE), is home to Civil, Mechanical, Electrical and Computer Engineering, and Computer Science. TBE is also home to the Office of Information Technology (OIT) DataCenter. Faculty and staff are spread out throughout both buildings. Research and testing facilities are housed in the TBE-B building as well as in the High Bay Lab situated in the Engineering Service Yard. Due to the building having over 100,000 square-feet over multiple floors, an Emergency Plan is necessary in order to ensure that everyone inside and around the building are safe during an emergency. Recently posted Fire Escape Plans serve to provide visitors with a map and emergency escape route for the buildings. In the event that an emergency occurs, the building alarms will sound and certain doors will close automatically. The Alarms are to be taken as a warning to a real threat and the procedures discussed herein are outlined in order to provide a way to safety during an emergency. The persons listed in this document are charged with certain responsibilities in the case that an emergency situation should arise.

Building Information

1.) Building Name: Thomas T. Beam Engineering Complex (TBE Bldgs. A and B)

High Bay Lab (HBL) located in TBE-B Service Yard

2.) Building Safety Coordinator:

Name: Aldo Chavira

Phone Number: 702-895-1563 (Office) and 702-497-9344 (Cell)

Fax Number: 702-895-4059 (Office fax)

Email Address: aldo.chavira@unlv.edu

3.) Alternate Building Safety Coordinator:

Name: Dr. Mohamed Trabia

Phone Number: 702-895-0957

Fax Number: 702-895-4059 (Office fax)

Email Address: mohamed.trabia@unlv.edu

4.) Emergency Assembly Areas (EAA):

The Thomas T. Beam Engineering Complex has two stairwell in the A-Building and two stairwells in the B-Building. Both buildings also have a set of stairs at the main entrance. The stairwells are the main way to exit the building in case of a fire or other emergency. If there is a fire or emergency, the elevators should be avoided and these stairwells will become the exit routes. The Emergency Assembly Areas for the TBE Buildings are pictured below.



#1 is the EAA for the B-Building West 3rd Floor stairwell exit. Also serves as an EAA for the High Bay Lab located inside the Engineering TBE-B Service Yard.

#2 is the EAA for the B-Building East 3rd Floor stairwell exit.

#3 is the EAA for the A-Building (All 3 Floors) stairwell exit. This also serves as the EAA for the main entrances to the A and B Buildings.

5.) College of Engineering:

Name: Aldo F. Chavira

Phone Number: 702-895-1563 (Office) and 702-497-9344 (Cell)

Fax Number: 702-895-4059 (Office fax)

Email Address: aldo.chavira@unlv.edu

6.) Committees:

Executive Committee

Every two weeks, the College of Engineering Executive Committee meets and is composed of the Dean, the Associate Deans, and Department Chairs. Each respective department is represented on the committee and, as part of the administrative tasks undertaken by the Committee; safety planning for the TBE Buildings is regularly on the Agenda.

Space Committee

The Space Committee is composed of representatives from each department in order to evaluate space usage within the College. The committee undertakes, among other tasks, how the departments will allocate personnel and resources to new projects involving space, as well as the safety precautions to have in place during and after the completion of certain projects.

7.) Special Considerations:

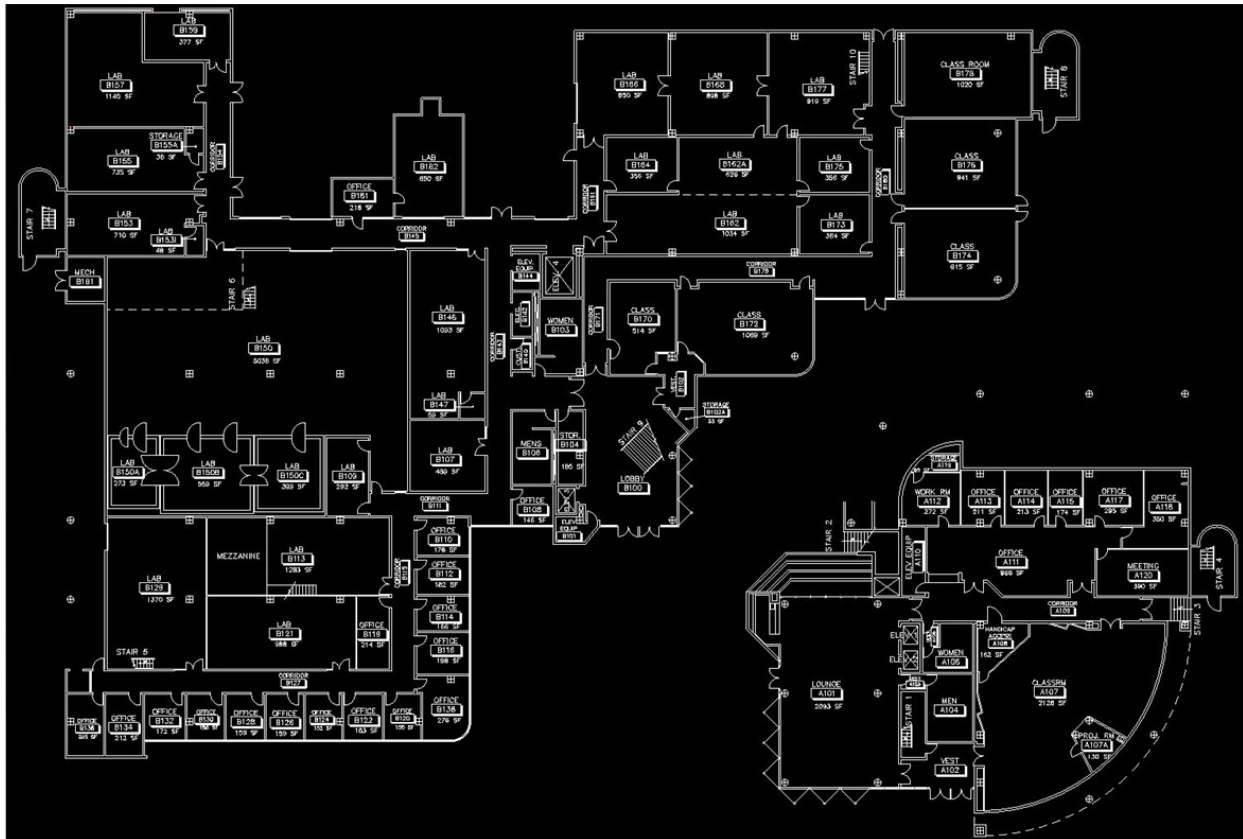
Special attention will be paid to disabled or handicapped individuals in order to ensure that EVERY person in the TBE Complex is safely led to the nearest EAA during an emergency. The Zone Monitors are tasked with ensuring that anyone requiring special assistance is carefully and safely evacuated from any of the building floors. Since elevators are not to be used during an emergency, the stairs will provide a way to move to the ground floor and out into the designated EAA. In the case that the Zone Monitor cannot help the handicapped building occupant, he or she will be responsible to either find other help or notify the first responders of the person's location/status in order to effectuate a safe evacuation.

Laboratories within the College must be handled differently from other rooms such as offices or classrooms. The College of Engineering houses many different materials and equipment inside and outside the building. The Zone Monitor must take certain precautions in evacuating these areas as they may be, in the case of a fire, explosive or hazardous to one's health. Nevertheless, every lab will be checked and the Building Safety Coordinator will notify the first responders of lab locations, conditions, and hazards.

8.) Building Layout:

The Thomas T. Beam Engineering Complex has two buildings with three floors each. TBE-A has three floors that are all occupied. The B-Building has two usable floors (1st and 3rd floors) and one interstitial space (2nd floor). The interstitial space is normally only used by College of Engineering personnel and UNLV facilities personnel. The A Building is its own zone since the space is not too spread out. Two persons will be charged with checking all the areas in the A Building since there are only offices. The B Building is broken up into four sections. Four separate people will help in undertaking the evacuation of their zones.

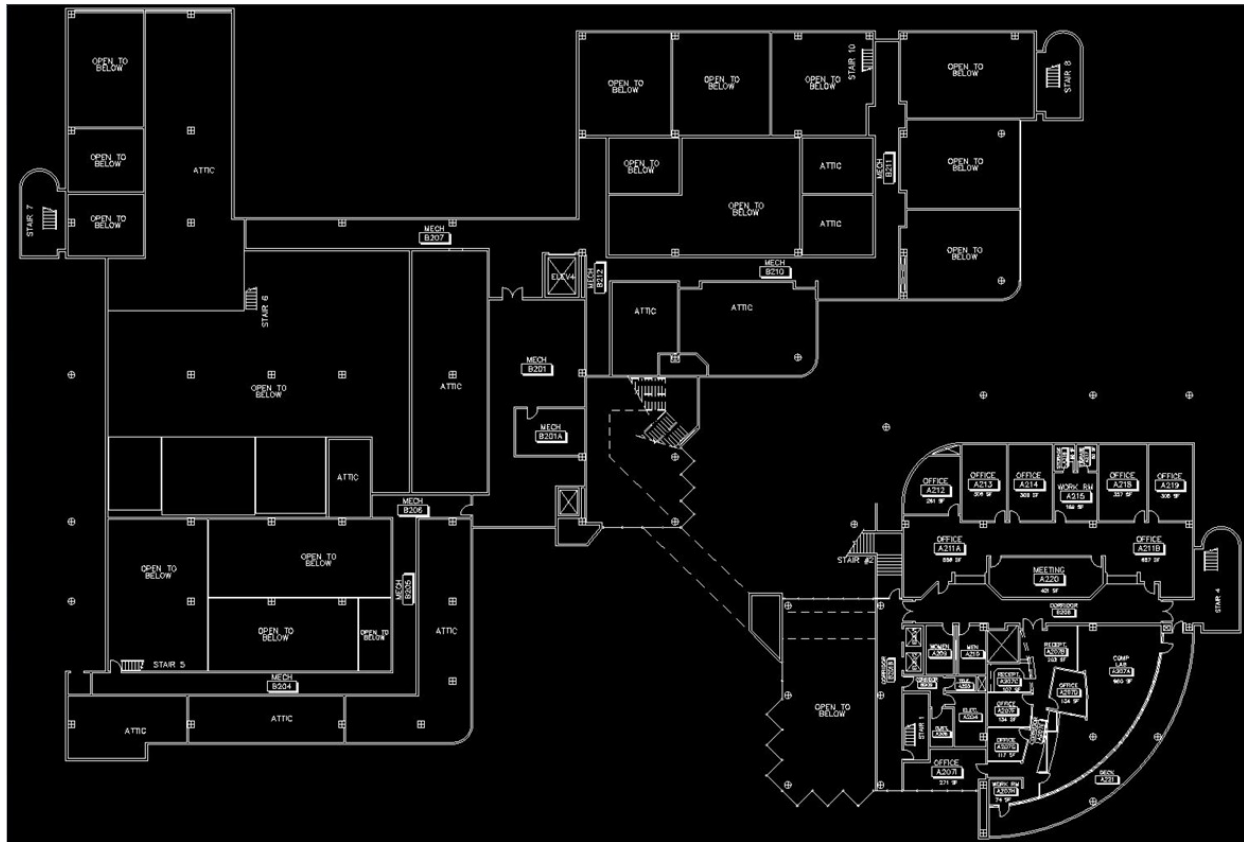
TBE First Floor (A and B Buildings)



The TBE-A Building First Floor will be checked by **Aldo Chavira**.

The TBE-B Building First Floor will be checked by **Jeff Markle**, **Terry Kell**, and **Peter Faught**. These individuals will look after the areas belonging to their respective departments. This area has some of the biggest labs in the TBE Complex which are also spread out around classrooms and Faculty offices.

TBE Second Floor (A and B Buildings)



The **TBE-A Building Second Floor** will be checked by **Chris Parker**. Spaces to evacuate include the Advising Center, the Civil, Mechanical, and Computer Science offices, as well as the Tutoring Center.

The **TBE-B Building Second Floor** will be checked by **Aldo Chavira**. Since the B-Building Second Floor is an interstitial space with no permanent occupants, it will be checked last by this assigned Zone Monitor.

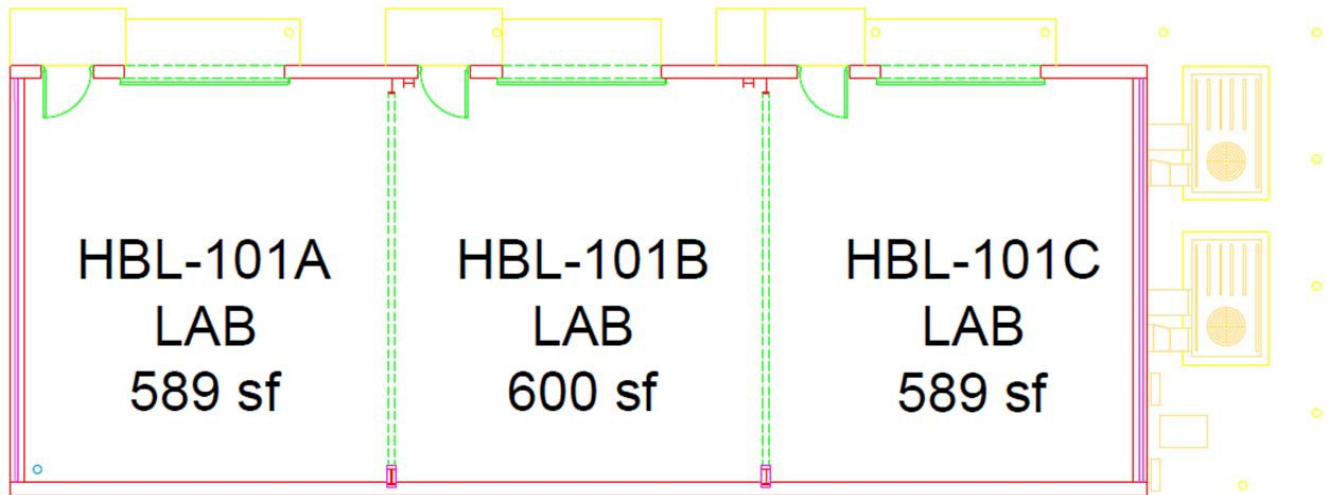
TBE Third Floor (A and B Buildings)



The **TBE-A Building Third Floor** will be checked by **Cam Johnson**. He is an employee of UNLV Office of Information Technology and he will check the TBE-A311 Computer Lab as well as the DataCenter (which is a Restricted-Access Facility).

The **TBE-B Building Third Floor** will be checked by **Brandon Blackstone** and **Aldo Chavira**. These individuals will look after the West (Brandon) and East (Aldo) side of the TBE-B 3rd Floor.

High Bay Lab First Floor (HBL)



The **HBL Building First Floor** will be checked by **Peter Faught** of the Civil and Environmental Engineering Department. This building is a Research Facility that can be evacuated quickly.

Zones and Areas to Monitor:

TBE A-Building

1st Floor : Aldo Chavira (Engineering Dean's Office)

2nd Floor : Chris Parker (Academic Advising Center)

3rd Floor: Cam Johnson (OIT)

TBE B-Building

1st Floor: Jeff Markle and Terry Kell (Mechanical Engineering)

2nd Floor : Aldo Chavira (Engineering) [Last area to be checked]

3rd Floor: Brandon Blackstone (Electrical and Computer Engineering) and Aldo Chavira (Engineering)

HBL Building inside of TBE-B Service Yard

1st Floor: Peter Faught (Civil Engineering)

Zone Monitor Qualifications:

The Zone Monitor should be familiar with the groups occupying their assigned Zone, be familiar with any specialty equipment or hazards in the assigned area, and normally occupy the building during normal business hours.

Definitions

Building Safety Coordinator : A University employee who has a defined role in campus emergency/disaster preparedness: he or she prepares the Building Evacuation Plan and serves as the communication liaison between campus service agencies and building occupants for specific circumstances enumerated in the Building Safety Committee position description.

Building Emergency Plan : A document which consists of emergency information and procedures, activities for preparing for emergencies, and roles and responsibilities of building occupants.

Building Safety Committee : A group usually composed of members of each department in the building, generally chaired by the Building Safety Coordinator, charged with building emergency preparedness and overseeing building safety concerns.

Department Safety Coordinator : A University employee who assists in coordinating, implementing, and documenting the department's safety program. This includes ensuring department employees are trained on their BEP(s).

Department Safety Committee : A group composed of department representatives (preferably from each major unit in the department). If a department occupies different buildings, representatives from each building should be on the committee. The committee takes care of the department's health and safety issues and shall meet at least annually.

Emergency Assembly Area : A pre-designated safe location near a building where Building occupants assemble.

Emergency Operations : The headquarters for designated representatives of campus Center essential services, where campus response is coordinated and resources are allocated during a disaster.

Emergency Responder(s) : Trained personnel who provide assistance in an emergency. They are not building occupants and may be from the University, University Police, local fire departments, RM&S, Facilities Management, etc. In critical situations they may take charge of the building and have full authority over activities in and around the building.

Emergency Response Team : Highly trained volunteer university employees from RM&S and Facilities Management Departments, as well as other select employees, who respond to specific campus emergencies, i.e. Gas leaks, medical emergencies, utility outages, and building evacuations.

Zone Monitor : A building occupant assigned to assist with a building evacuation during an emergency by alerting other occupants on their way out of the building.

Information regarding specific emergency incidents (i.e., fire, earthquake, violence, etc.) can be found in the UNLV Emergency Procedures. This document is located at: rms.unlv.edu under Emergency Response Planning. If you have any questions concerning this, please call RMS at 895-4226 or Larry Warkentin at 895-2990. Thank you.

For questions concerning this document: Please contact the **Building Safety Coordinator** Aldo Chavira @ 895-1563(office), 702-497-9344 (cell) or aldo.chavira@unlv.edu