

Standard Operation Procedure

Natural Disasters

<i>Initial Issue Date:</i> September 16, 2014	Procedure: Natural Disasters	<i>Section:</i>
<i>Title:</i> Natural Disasters		<i>Document Number:</i>
<i>Approved by:</i>		Page 1 of # 3

1.0 **Purpose:**

The purpose of this procedure is to prepare faculty, staff, researchers and students for any weather emergencies.

2.0 **Scope:**

This procedure applies to all faculty, students, staff and researchers using the facility.

3.0 **Protocol:**

During Snow or Ice Storms:

- 1) Listen to local weather advisories on the radio:
 - K-Lite (FM 102.9 FM)
 - Wave (94.7 FM)
 - CHML (900 AM)
 - CFMU (93.3 FM)
- 2) Access the McMaster Daily News or the McMaster website for school closure updates.
- 3) Call the McMaster University switchboard at 905-525-9140 to listen for emergency closings.
- 4) Watch for local news updates on television CHCH.

During Tornadoes and Windstorms:

- 1) Move toward the centre of the building or toward any office areas that do not have glass windows.
- 2) Remain in a designated safe area until the threat has passed.
- 3) Try to find something heavy to hide under (such as a large desk).
- 4) Protect yourself physically, especially your head and neck.

- 5) Do not run outside as falling debris may cause injury.

During an Earthquake:

- 1) If you are inside, stay inside. DO NOT run outside or to other rooms during shaking. In most situations you will reduce your chance of injury from falling objects and even building collapse if you immediately:
 - DROP down onto your hands and knees before the earthquake knocks you down. This position protects you from falling but allows you to still move if necessary.
 - COVER your head and neck (and your entire body if possible) under the shelter of a sturdy table or desk. If there is no shelter nearby, get down near an interior wall or next to low-lying furniture that won't fall on you and cover your head and neck with your arms and hands.
 - HOLD onto your shelter (or to your head and neck) until the shaking stops. Be prepared to move with your shelter if the shaking shifts it around.
- 2) DO NOT stand in a doorway. You are safer under a table. In modern houses, doorways are no stronger than any other part of the house. The doorway does not protect you from the most likely source of injury – falling or flying objects. Most earthquake-related injuries and deaths are caused by falling or flying objects (e.g., lamps, glass, bookcases), or by being knocked to the ground.
- 3) You can take other actions, even while an earthquake is happening, that will reduce your chances of being hurt.
 - If possible, within the few seconds before shaking intensifies, quickly move away from glass and hanging objects, bookcases, china cabinets, or other large furniture that could fall. Watch for falling objects, such as bricks from fireplaces and chimneys, light fixtures, wall hangings, high shelves, and cabinets with doors that could swing open.
 - If available nearby, grab something to shield your head and face from falling debris and broken glass.
 - If you are in the kitchen, quickly turn off the stove and take cover at the first sign of shaking.
 - If you are in bed, hold on and stay there, protecting your head with a pillow. You are less likely to be injured staying where you are. Broken glass on the floor has caused injury to those who have rolled to the floor or tried to get to doorways.

4.0 **Information found at :**

<http://emergency.cdc.gov/disasters/earthquakes/index.asp>