

# EMERGENCY INSTRUCTIONS

## Report All Incidents to Environmental Health & Safety (EHS) at 817-257-3687

Protect yourself, alert others, and notify your instructor or supervisor



TCU Lab Incident Report Form



### Chemical, Biological, or Radiological Spills

#### ALL SPILLS

- Isolate the area, keep doors closed

#### MAJOR SPILL/EXPOSURE

- Evacuate the area, if necessary
- If exposed, remove affected clothing **immediately** and use emergency shower/eyewash
  - Rinse for 15 minutes
- **Call TCU PD 817-257-7777**

#### MINOR SPILL

- If trained, follow internal procedures
- Contact EHS for assistance 817-257-3687



### Fire or Gas Leak

- Turn off gas if safe to do so
- Evacuate the area, if necessary
- Pull the nearest fire alarm and call **TCU PD 817-257-7777**
- If appropriate, use fire extinguisher



### Medical Emergency or Injury

#### LIFE THREATENING

- **Call TCU PD 817-257-7777**

#### NON-LIFE THREATENING

- Students: Call TCU Health Center 214-257-7940
- Employees: Call TCU PD 817-257-8400



### Chemical or Natural Gas Odor



- Natural gas odor: Call Facilities 817-257-7956 then EHS
- Chemical odor: Call EHS 817-257-3687
- Be available to provide information to emergency personnel

Complete the following information for your location:

#### Location Information

Building: \_\_\_\_\_ Room Number: \_\_\_\_\_

Address: \_\_\_\_\_

Supervisor/PI: \_\_\_\_\_ Phone Number: \_\_\_\_\_

#### Building Manager

Name: \_\_\_\_\_ Office Location: \_\_\_\_\_

Phone Number: \_\_\_\_\_