

Hours prior to onset of Tropical Storm Force Winds	Hurricane Emergency Shutdown Actions June 26, 2019 Legend = Not Started In Progress Completed	Action Item Number
72	Chancellor directs P&F to commence emergency preparations (CO)	1
	Issue Radios (P&F)	2
	Notify staff to report to duty (P&F)	3
	Notify Delgado/UMC that shutdown actions are commencing (AE)	4
	Notify Enwave that shutdown actions are commencing (P&F)	5
	Notify Contractors to secure construction sites (P&F)	6
	Prepare supplies for moving to BR (P&F)	7
	Stage door dams by respective locations (P&F)	8
	Commence Boiler Shutdown (P&F)	9
	Remove perishable items from kitchenette refrigerators (P&F, Schools and Departments).	10
	Remove perishable items from office refrigerators, move equipment away from windows, and protect critical data (All)	11
	Airgas deliver Liquid Nitrogen (LIN) supply to Rally Points (PR) and deliver associated safety gear (EH&S).	12
	Researchers begin filling Dewars with existing supplies of LIN (SOM/SOD)	13
	IT Remote Operations Teams travel to DPS Data Center and LSUHSC-SH (IT)	14
	Evaluate need for special biowaste pick-up by Stericycle (EH&S)	15
	Perdido Clinic - Shutdown Electrical (P&F)	16
	Perdido Clinic - University Police sweep buildings (UP)	17
	Perdido Clinic - Lock all exits and gates (P&F)	18
	Hutchinson/Butterworth - Secure elevators (P&F)	19
	Hutchinson/Butterworth - Shutdown Electrical (P&F)	20
	Hutchinson/Butterworth - University Police sweep buildings (UP)	21
	Hutchinson/Butterworth - Lock all exits and gates (P&F)	22
	Charity - Secure elevators (P&F)	23
	Charity - University Police sweep buildings (UP)	24
	Charity - Lock all exits and gates (P&F)	26
	CALS Bldg - Install door dams (P&F)	27
	CALS Bldg - Secure elevators (P&F)	28
	CALS Bldg - Shutdown Electrical - except main switchgear in basement (P&F)	29
	CALS Bldg - Lock all exits and gates (P&F)	30
	Facility Services Command Center - Place food, water, and bedding in bunkrooms	31
	70	Notice to Animal Care, Facility Services, and Facility Planning to secure Hazmat on 1st floors (EH&S)
60	CSRB - Move all animals from 1st to 2nd floor (AC)	33
54	CSRB - Place bedding in primate and rabbit pans (AC)	34
52	CSRB - Place water bottles and gel packs in rabbit & primate cages (AC)	35
50	CSRB - Place extra food, water & autofeeder in cat cages. Complete by 48 hrs.(AC)	36
48	Chancellor directs closure of the University	37
	Notify Delgado/UMC that closure ordered and that garages will be closed. Vacate Gravier Garage by 40 Hours pre-landfall. (AE)	38
	Advanced team departs for Evacuation Site to set up key/supply distribution/central phone line. Bring Re-Entry Placards (P&F).	39
	Computer Services Remote Operations Teams work from remote sites (IT)	40
	Confirm all construction sites are secure (P&F)	41
	Confirm all Hazmat on 1st floor secure (EH&S)	42
48-45	School of Dentistry - Shutdown Boiler (P&F)	43
	School of Dentistry - Shutdown Chiller/Cooling Tower (Partial) (P&F)	39
	School of Dentistry - Filled dewars staged at Rally Point (SOD)	40
	School of Dentistry - Install door dams (P&F)	41
	School of Dentistry - Shutdown Network and Access Control (IT, AE)	42
	School of Dentistry - Secure elevators (P&F)	43
	School of Dentistry - Shutdown Electrical (P&F)	44
	School of Dentistry - Move all equipment to Roman Garage (P&F)	45
	School of Dentistry - University Police sweep buildings (UP)	46
	School of Dentistry - Lock all exits and gates (P&F)	47
	Seton - Install door dams (P&F)	48
Seton - Secure elevators (P&F)	49	

	Seton - Shutdown Electrical (P&F)	50
	Seton - University Police sweep building (UP)	51
	Seton - Lock all exits and gates (P&F)	51
	CALS Central Plant - Shutdown Electrical (P&F)	52
	CALS Central Plant - Lock all exits and gates (P&F)	53
45-42	MEB - Confirm cooling tower bag is full (P&F)	54
	Lions Eye - Filled dewars staged at Rally Point (SOM)	55
	MEB - Filled dewars staged at Rally Point (SOM)	56
	CSRB - Filled dewars staged at Rally Point (SOM)	57
	CEB - Install door dams (P&F)	58
	CEB - Shutdown Network and Access Control (IT, AE)	59
	CEB - Secure elevators (P&F)	60
	CEB - Shutdown Electrical (P&F)	61
	CEB - University Police sweep building (UP)	62
	CEB - Lock all exits and gates (P&F)	63
42-40	AH/SON - Install door dams (P&F)	64
	AH/SON - Shutdown Network and Access Control (IT, AE)	65
	AH/SON - Secure elevators (P&F)	66
	AH/SON - Shutdown Electrical (P&F)	67
	AH/SON - University Police sweep building (UP)	68
	AH/SON - Lock all exits and gates (P&F)	69
	MEB - Shutdown Boiler (P&F)	70
40-37	HDC - Shutdown Network and Access Control (IT, AE)	71
	HDC - Secure elevators (P&F)	72
	HDC - Shutdown Electrical (P&F)	73
	HDC - University Police sweep building (UP)	74
	HDC - Lock all exits and gates (P&F)	75
37-35	Lions Eye - Install door dams (P&F)	76
	Lions Eye - Shutdown Network and Access Control (IT, AE)	77
	Lions Eye - Secure elevators (P&F)	78
	Lions Eye - Shutdown Electrical (P&F)	79
	Lions Eye - University Police sweep building (UP)	80
	Lions Eye - Lock all exits and gates (P&F)	81
	MEB - Install door dams (P&F)	82
	MEB - Shutdown Network and Access Control (IT, AE)	83
	MEB - Secure elevators (P&F)	84
	MEB - Shutdown Electrical (P&F)	85
35-33	RC - Install door dams (P&F)	88
	RC - Shutdown Network and Access Control (IT, AE)	89
	RC - Secure elevators (P&F)	90
	RC - Shutdown Electrical (P&F)	91
	RC - University Police sweep building (UP)	92
	RC - Lock all exits and gates (P&F)	93
	CSRB - Install door dams (P&F)	94
	CSRB - Shutdown Network and Access Control (IT, AE)	95
	CSRB - Secure elevators (P&F)	96
	CSRB - Shutdown Electrical (P&F)	97
	CSRB - University Police sweep building (UP)	98
	CSRB - Lock all exits and gates (P&F)	99
33-30	Residence Hall - Shutdown Chiller/Cooling Tower (P&F)	100
	Residence Hall - Shutdown Domestic Hot Water Boiler (P&F)	101
	Residence/Stanislaus Halls - Sweep buildings and notify remaining residents they must evacuate immediately (AE)	102
	Residence Hall - Install door dams (P&F)	103
	Residence Hall - Shutdown Network and Access Control (IT, AE)	104
	Residence Hall - Secure elevators (P&F)	105
	Residence Hall - Shutdown Electrical (P&F)	106
	Residence Hall - University Police sweep buildings (UP)	107
	Residence Hall - Lock all exits and gates (P&F)	108
	Stanislaus Hall - Install door dams (P&F)	109
	Stanislaus Hall - Shutdown Network and Access Control (IT, AE)	110
	Stanislaus Hall - Secure elevators (P&F)	111
	Stanislaus Hall - University Police sweep building (UP)	112
Stanislaus Hall - Shutdown Electrical (P&F)	113	

	Stanislaus Hall - Lock all exits and gates (P&F)	114
30	ALL STUDENTS/NON-ESSENTIAL PERSONNEL VACATE CAMPUS	115
	University Police sweeps School of Dentistry and Downtown Campuses (UP)	116
25	Gravier Garage - Close & lock roll up gate (UP)	117
	S. Roman Garage - Close & lock roll up gate (UP)	118
24	All Campuses Secure	119
	<i>Legend</i> : Animal Care (AC), Auxilliary Enterprises (AE), Chancellor's Office (CO), Univ Police (UP), School of Med (SOM)	
	Computer Services (IT), Env Health & Safety (EH&S), Property and Facilities (P&F), Procurement (PR), School of Dentistry (SOD)	