

Flooding

1. If flooding is caused by pipe break, sink overflow, or other plumbing problem try to identify the source of the water and turn it off, if this can be done safely.
2. If the flooding is caused by heavy rains, close doors and windows to prevent water from entering, if safe to do so.
3. Do **not** enter a flooded area. Campus electricians will need to deactivate all electrical circuits to prevent electrocution, and flood waters may carry disease-causing bacteria that may cause infections.
4. Notify Facilities Management, ext. 8120 during normal business hours, or ext. 8114 Campus Safety. Provide information including the building, room, degree of flooding and potential damage to contents.
5. If it is safe to do so without entering the flooded area, minimize the spread of water into other areas of the building.
6. If it is safe to do so without entering the flooded area, protect property and records by moving items off the floor or cover with plastic and unplugging electrical equipment.
7. Flooded areas need to be cleaned and dried as quickly as possible to prevent mold growth.