

Johns Hopkins Guidance Documents	Guidance Number	HSE G01
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Guidance for Closing JHU Non-Patient Care Buildings	Page	1 of 1

To: Building Managers of Non Patient Care Buildings

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During the disruption of utilities or mechanical equipment failure for a long duration that affects the entire building, there may be a need to shut the building down and evacuate all staff and visitors. Situations that cause the total loss of water, power or total failure of the ventilation system may require building shut down

Loss of water

If water supply to the building is lost for a period of more than two hours the situation arises that staff is not able to use restrooms or to wash their hands. This poses a health risk to staff if the water is not likely to be restored within two hours. The building should be vacated and staff relocated if possible.

Loss of electric power

For those buildings where only a limited number of systems are on emergency power generators, there is a limit to the ability of staff to work without power. As battery powered emergency light reach their limit, it would be increasing difficult of those in areas without windows to make a safe egress. If electrical power is out for three hours and there is not any timetable from the power company as to when the power will return the building should be closed and the staff and visitors evacuated.

Mechanical failure of HVAC system

If the mechanical system failure causes the HVAC to be inoperable for an extended period of time the ability to maintain temperature in the building is lost. ASHRAE temperature recommendation for comfort is between 68° F and 82° F. Temperatures slightly outside this range may be uncomfortable but pose no health risk to staff. However, temperatures that are more than 10% from this range may pose a health risk for those with medical conditions. If during the HVAC failure the temperature rises above 90° F or below 60° F, the building should be closed and the staff and visitor evacuated