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## **I. Purpose/Scope**

In the event of an acute life-threatening emergency, such as fire or tsunami, students, colleagues, and animals will be evacuated from the Animal Care and Use area in a manner where animal evacuation does not compromise human safety. This plan describes the evacuation procedure.

## **II. Chain of Authority**

**Please refer to Appendix I: List of Essential Personnel.**

Attending Veterinarian  
Manager Animal Resources

Further breakdown of the chain is animal-specific, refer to the below categories.

### **Pasture Animals**

Coordinator for Equids / Coordinator for Ruminants  
Large Animal Supervisor  
Pasture Assistant II  
Pasture Assistant I/Truck Driver

### **Dog Teaching Colony**

Kennels Clinician  
RUVC Director  
Kennels Supervisor  
Kennels Technician

### **Security Canines**

Safety and Security Director

### **Sliders, Tortoises, and Reptiles**

Coordinator for Turtles/Tortoises  
Chelonian Lab Technician

### **Aquatic Animals**

Coordinator for Aquatic Species  
Aquaponics Project Manager



### III. Process/Procedure

#### Maintaining human safety is paramount!

The following procedures are applicable to all animal housing facilities and animal teaching and research laboratories during a mandatory building evacuation. Animal research personnel leaving an animal unattended and then immediately returning to the animal upon reentry to a building are not in violation of regulations.

#### 1. Indoor Areas

When the emergency alarm is heard but no smoke or fire is seen, personnel should not continue with any ongoing or planned procedure. Steps can be taken to secure the animal in a cage, box or locked area, and/or steps can be initiated to preserve the animal's life (e.g. closing surgical sites, or reviving the animal), **IF THIS CAN BE ACCOMPLISHED IN A MATTER OF MINUTES**. Personnel not needed for these steps should begin their evacuation procedures.

Personnel attending to vital animal needs must do so expeditiously, and must secure any infectious agents being used, and either secure the animal by returning them to their home caging or into temporary housing for safe holding, or euthanize the animal if smoke or fire in the area is confirmed or if instructed to evacuate by emergency response personnel.

All building occupants shall exit quickly in a safe and orderly manner using appropriate evacuation routes. Occupants shall exit the building using the nearest marked exit and proceed to the pre-determined assembly area identified for the building. If possible and safe, all laboratory gases should be turned off and doors and windows closed upon exiting. If smoke is present, stay close to the floor as you exit. Obey the directions of emergency wardens. Once outside, evacuees should proceed to the assembly area for the building so as not to impede the movements of emergency wardens and security personnel.

#### 2. Outside Areas

When the on-campus emergency horn is heard but no smoke or fire is seen, personnel should not continue with any ongoing or planned procedure but await SIREN messaging for emergency updates.

If smoke or fire is seen and **ONLY IF THERE IS NO THREAT TO PERSONNEL SAFETY**, personnel must secure any infectious agents being used, and either secure the animal by returning them to their home pens or into temporary pens for safe holding, or euthanize the animal if smoke or fire in the area is confirmed or if instructed to evacuate by emergency wardens or security personnel.



All occupants present in the to be evacuated area shall move quickly in a safe and orderly manner using appropriate evacuation routes. Evacuees should proceed to the assembly area for the building so as not to impede the movements of emergency wardens and security personnel.

### **3. Emergency Aftermath**

Do not return to the evacuated building/area unless directed by security officers or emergency wardens. Building specific assembly areas have been identified to provide a location for evacuees to gather upon exiting their building. Evacuees should follow the direction of emergency wardens to the appropriate assembly area. Once authorized to return to a building, animal teaching and research personnel are to return to their animals and are to attend to their clinical care.

### **4. Emergency Contacts**

During regular working hours (M-F 7:30 am-3:30 pm), please contact the Animal Resources office at 401- 1221. If veterinarian medical emergency arises after hours, call the on-call Animal Resources colleague as mentioned on the emergency contact list.

## **III. Review**

This Policy is subject to annual review.

### **Policy Approval:**

A handwritten signature in black ink that reads "Jennifer K. Ketzis".

16 January 2024

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**Signed**

**Dr. Jennifer Ketzis, IACUC Chair**

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**Date**



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### Appendix 1 List of Essential Personnel

This section can be updated to reflect institutional changes without resubmitting an entire new SOP. Last Updated on December 12<sup>th</sup>, 2023.

Position	Name	Contact
Attending Veterinarian (AV)	Dr. Amy Beierschmitt	869-662-4410
Manager Animal Resources	Jamieson Greaver	869-662-4112
Large Animal Supervisor	Dave Charles	869-667-8535
Kennel Supervisor	Samuel Phipps	869-760-2052
Kennel Technician	Kevin Brookes	869-764-3110
Pasture Assistant II	Larry Rawlins	869-663-9945
Pasture Assistant I/Truck Driver	Chauncey Archibald	869-664-7721
Over The Break On Call AV	See On Call Faculty Schedule	See On Call Faculty Schedule
Grass Vendors All have prefix of 869	Dora Casey	664-9026
	Leroy Pantlitz	663-3150
	Leroy Williams	763-7534
	Eugene Bedford	660-3139
	George Douglas	765-6019
	Curtis Romney / Frenchie	669-8436
	Zion	660-9636
	Dion Weekes	663-4652
Tortoise Produce Vendor	Ram's- Buckley's	869-466-2848
Coordinator for Rodent Species	N/A - Inactive	N/A - Inactive
Kennels Clinician	See On Call Faculty Schedule	See On Call Faculty Schedule
RUVC Director	Dr. James Fairs	869-668-4907
Safety and Security Director	Ludovic Roussel	869-668-2294 or via SOC at 869-465-6161
Coordinator for Equids	Dr. Cynthia Xue	+1-646-207-6575 869-660-1888
Coordinator for Ruminants	Dr. Helene Larde	
Coordinator for Aviary	N/A - Inactive	N/A - Inactive
Coordinator for Turtles/Tortoises	Dr. Kimberly Stewart	869-669-4268
Chelonian Lab Technician	Dr. Amanda Murti	443-812-8943
Coordinator for Aquatic Species	Dr. Mark Freeman	869-667-5481
Aquaponics Project Manager	Dr. Clara Camargo	869-668-5411