

NATURAL GAS EMERGENCY PROCEDURES AND ACCIDENT PREVENTION

I. EMERGENCY PROCEDURES

The emergency procedures for natural gas emergencies are similar to that for fire emergencies

II. NATURAL GAS LEAK/SMELL INSIDE BUILDINGS

GENERAL GUIDELINES

If you smell natural gas:

- Do not turn electrical switches on or off.
- Do not use a phone or a cellular phone inside the building.
- Do not use any potential ignition sources or open flames.
- Use common sense and never take risks that may endanger you or others, do not return to the building unless advised to do so by the Fire Department, or PCCLD facilities, or Executive Director.
- If it is possible, open the doors and windows, to ventilate the building. However, do not spend additional time opening doors or windows if there is an imminent danger of explosion or fire that would jeopardize your safety.
- Always leave the building quickly by the fastest possible route.
- Follow the emergency procedures listed below.

EMERGENCY PROCEDURES

When you suspect or detect a natural gas leak or observe a flammable material spill, follow the emergency procedures listed below regardless of intensity of odor or size of spill.

IF YOU DETECT OR SUSPECT A NATURAL GAS LEAK

1. Leave the area.
2. Sound the fire alarm. (NOTE: Because of its low odor threshold, natural gas is sensed far in advance of high concentrations and pulling the fire alarm will not add to the fire risk already present by static electricity and electrical and mechanical equipment in the building.)

3. Immediately evacuate the building via the shortest and safest exit route. If possible to accomplish within seconds, leave windows and exterior doors open to ventilate the area.
4. Do not use elevators; always use stairs.
5. Go to a safe area or to a pre-assigned exterior assembly area for your building.
6. Call 9-1-1 from the nearest phone in safe area.
7. Await emergency response personnel at safe location.
8. If you know or suspect that someone is missing or trapped, contact the emergency personnel outside the building.
9. If you are trapped during a gas release/emergency, close all doors between you and the gas leak. Stuff the cracks around the doors. Open windows or other exterior openings for fresh air and ventilation. Wait at a safe window and signal/call for help. If there is a phone in the room, call 9-1-1 and tell them exactly where you are.

IV. NATURAL GAS ACCIDENT PREVENTION

The following safety guidelines are to be considered.

Safety Guidelines for Occupants

- A major part of any prevention program is good housekeeping practices.
- Keep all combustible materials away from the flame of your gas appliances.
- Follow manufacturer's instructions in the care and operation of gas-fired appliances.
- Don't block furnace room air vents. Gas appliances require air to burn fuel completely and operate efficiently. A yellowish flame can signal improper operation.
- If the pilot flame on a gas appliance goes out, shut off the gas supply at the appliance's valve and allow time for accumulated gas to escape before attempting to re-light pilot flame.
- Have qualified personnel handle natural gas-related repair and installation jobs.