June 14, 2013

Dear Colleagues:

Please be aware that we are entering into the active period of hurricane season. Key information links and guidelines are listed below.

Hurricanes making landfall on the southeastern coast can have significant impact on all aspects of our operations. All Departments and individuals should have an emergency preparedness and response plan in place. Knowledge of established lines of communication is crucial to ensure some degree of continuity of research operations following major disasters.

It is critical that each individual laboratory and department prepare for potential evacuation and hurricane impact. You will find relevant information for planning at this link: research.musc.edu/dprc.

The Office of the Associate Provost for Research, the Office of Risk Management and Facilities & Engineering have worked together to review operations, preparation and response plan for research infrastructure.

Each individual and laboratory also must review their preparation and action plan in the event of a pending hurricane in the Charleston area.

Each research building has backup emergency power (Red outlets) via diesel fuel storage tanks and delivery systems. These systems are regularly tested. In the event of a major hurricane, it is possible that the emergency power system will be interrupted for significant periods of time ranging from a few hours to days depending upon the specific building and the impact of the storm.

If emergency power is available, only emergency circuits will be functional. General air conditioning systems to the research laboratories and elevator service will not be available until normal power is restored.

A core infrastructure and communication team remains operational on campus during such events and we are connected with all regional and national emergency response organizations. Please note that only key personnel with numbered emergency badges approved through the Office of Risk Management (ORM) will be allowed to remain on campus in the event of a mandatory evacuation in advance of a hurricane. The ORM will request a list of such designated personnel from each department in anticipation of a hurricane that is moving toward the
Charleston area. Please note that ORM determines which buildings can be occupied depending upon the severity of the storm so it could be that access to a specific building could be prohibited even for individuals designated as key personnel by ORM.

To facilitate communication post-event, all individuals with research operations should access the Research portal link on the MUSC Emergency Web site, or directly at http://research.musc.edu.

As soon as possible post-event, this site will provide updates on any damages and actions being taken to address damages and preserve research materials.

Please be sure to communicate this information to your team and let us know specific areas of concern going forward.

Sincerely,

[Signature]

Stephen M. Lanier, Ph.D.
Associate Provost for Research

MUSC EMERGENCY WEATHER INFORMATION AND PREPARATION
http://academicdepartments.musc.edu/vpfa/operations/Risk%20Management/weather/index.htm

DISASTER PREPAREDNESS 2013 - RESEARCH PROGRAMS
research.musc.edu/dprc