

PUERTO RICO NUCLEAR CENTER

HURRICANE PLAN

RIO PIEDRAS



OPERATED BY UNIVERSITY OF PUERTO RICO UNDER CONTRACT
NO. AT (40-1)-1833 FOR U. S. ATOMIC ENERGY COMMISSION

PUERTO RICO NUCLEAR CENTER
Operated by
UNIVERSITY OF PUERTO RICO
for
U. S. ATOMIC ENERGY COMMISSION

AUTHORIZATION

This Hurricane Plan for Rio Piedras has been approved by the Safety Committee. It is hereby approved and made operative as of August 8, 1963.

John C. Bugher
John C. Bugher, M. D.
Director

PUERTO RICO NUCLEAR CENTER
Operated by
University of Puerto Rico
for
U.S. Atomic Energy Commission

HURRICANE PLAN
Bio-Medical Building

I. GENERAL

The hurricane season in Puerto Rico extends from June 1 through November 30 yearly. In order to ensure the protection of property and safety of personnel it is necessary to prepare a plan which may be invoked in time of need.

II. NOTIFICATION OF A HURRICANE THREATENING PUERTO RICO

The United States Weather Bureau maintains a special hurricane watch during the hurricane season. The general public is given ample warning that danger exists through, radio, television, and newspapers. When the warnings indicate that the hurricane may strike within less than twenty four hours, the decision to invoke the hurricane plan should be made.

III. RESPONSIBILITY FOR INVOKING THE HURRICANE PLAN

The Director will be the person responsible for making the decision to instrument the hurricane plan. If the Director is not present in Puerto Rico or cannot be contacted, the Associate Director for Rio Piedras will assume this responsibility. In the event of the absence of both the Director and Associate Director, the responsibility will be assumed by the Administrative Officer for Rio Piedras.

IV. WHEN THE HURRICANE PLAN IS INVOKED DURING REGULAR WORKING HOURS, THE FOLLOWING STEPS SHOULD BE TAKEN:

A. Condition III- Hurricane may strike within twenty-four hours

- (1) All Technical Services Division employees should report to Maintenance Shop.
- (2) The Maintenance Engineer will assemble all material needed to protect equipment.
- (3) Two employees will be assigned to remove loose material from the grounds surrounding the Bio-Medical Building.
- (4) The remaining employees, under the supervision of the Maintenance Engineer will cover all glass walls for the building deemed necessary by him.

B. Condition II - Hurricane may strike within three hours

- (1) A final inspection of the building and grounds will be made by the Maintenance Engineer.

August 5, 1963

- (2) The Maintenance Crew will then be assigned to help the individual Divisions complete their securing of property. Flashlights and lanterns will be distributed.
- (3) Files will be securely locked, and the bottom drawer of each file located on the ground floor should be emptied and stored in an upper drawer to prevent loss of records by possible water filtration.
- (4) Loose objects should be properly stored, i.e. desks cleared, papers stored, all materials placed in safe areas away from possible damage by wind and rain.
- (5) Radioactive materials should be returned to the Health Physics Division to be placed in the lead safe. Each item should be properly labelled indicating quantity of material, type of material, approximate radioactivity, the division to which it belongs, and name of person storing it.
- (6) All poisonous, explosive and/or other type of dangerous material should be carefully stored to prevent any possible breakage or leakage.
- (7) Laboratories and/or offices located close to glass walls are the most likely to be damaged, all valuable equipment should be removed to offices or corridors in the inner side of the building where no glass walls are found.
- (8) The official drivers will return all official cars to the GSA Motor Pool immediately after the signal is received. After turning in the cars to a responsible officer at the Motor Pool, they should return to the Bio-Medical Building to join the Maintenance Crew in preparing the building against any possible damage.
- (9) Technical and Clerical Personnel and other employees not considered essential will be excused and sent home after all equipment is secured and other preventive measures are taken.
- (10) All out-patients of the Radiotherapy and Cancer and Clinical Application Divisions will be sent home. The nurse, doctor or technician in charge of patients will secure a new appointment for all those patients. They will be dispatched in time for them to get transportation to arrive home early and safe.

C. Condition I - Hurricane is striking the Bio-Medical Building

- (1) A crew made of the Maintenance Engineer and two (2) Technical Assistants previously chosen will remain in the building during the hurricane. They will stay in one of the offices in the inner side of the first floor away from the glass walls.

- (2) They will have emergency lights, plumbing and electrical equipment and other type of emergency equipment needed to face any immediate danger.
- (3) Cold sandwiches, coffee and other cold food will be issued to them.
- (4) If possible, frequent reports of damages or serious breakages should be issued to the Director and the Associate Director through the transceiver or the telephone if the telephone lines are not out.

V. WHEN THE HURRICANE PLAN IS INVOKED AFTER DUTY HOURS, WEEKENDS, OR HOLIDAYS; THE FOLLOWING STEPS SHOULD BE TAKEN:

- A. The hurricane warning will be given by the Civil Defense Authorities and the Weather Bureau through the normal means of communication.
- B. Upon notification of these agencies that the Island will be hit by a hurricane, the Director or his representative will call the following personnel:
 - (1) Division Heads
 - (2) Administrative Officer
 - (3) Maintenance Engineer
- C. Upon notification, the Maintenance Engineer will call his Emergency Crew.
 - (1) If they cannot be reached by phone he will proceed to their homes using the fastest means. The emergency crew will proceed with the emergency procedures listed in Conditions III and II.
- D. The Division Heads will call as many members of their staff as needed to carry out the other steps of the plan to protect property and equipment of each division.
- E. The official drivers will be called and instructed to turn in the Official Cars to GSA Motor Pool. After turning in the cars they will return to their homes.
- F. After the building and equipment are safely secured, all personnel will return home except the members of the Emergency Crew who will remain and proceed as described in Condition I.

VI. AFTER THE HURRICANE HAS STRUCK

- A. The "All-Clear" signal will be given by the Director or his representative after official notification is issued by the Civil Defense Authorities or the Weather Bureau.
- B. All personnel will report to their regular duty area where a survey will be made to determine extent of damage and if area is safe for normal use.

- C. A detailed report of the extent of damages will be made by each Division Head.
- D. Engineering and maintenance problems will be reported to the Maintenance Engineer through the Administrative Officer and they will be handled accordingly.