


<b>POLICY:</b> <b>ACCESS TO ROOFS CONTAINING WEATHER WARNING SIREN SYSTEMS – ALUMNI HALL &amp; SOCIAL SCIENCE CENTRE</b>			<b>NUMBER:</b> S-47
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<b>PREPARED BY:</b> Facilities Management (FM)	<b>AUTHORIZED BY</b>  Lynn Logan	<b>CLASSIFICATION:</b> Safety Policy	<b>EFFECTIVE:</b> July 1, 2015
			<b>SUPERSEDES:</b> September 25, 2014


Weather Warning Siren Systems have been installed on the upper roof of Alumni Hall (AH) and on the 5<sup>th</sup> floor roof of Social Science Centre (SSC). The activation of the sirens will be initiated by Campus Community Police Services (CCPS) to notify the Campus Community of approaching severe weather.

Due to the potential for extremely high noise level from the sirens, hearing protection is mandatory for all visitors, staff, trades, or contractors who gain access to the rooftops. The hearing protection must be worn for the duration of the roof access.

Protocol:

1. All access to AH and SSC rooftops should cease when a known weather disturbance, or when a potential for severe weather may occur in the London region.
2. Any person accessing AH or SSC rooftops must comply with UWO Roof Access Policy 1.36, Facilities Management “Fall Protection Procedure WP-44”, and if applicable, “Roof Maintenance Procedure S-4”.
3. Any person intending to gain access to AH or SSC roofs must sign out the key from CCPS. The person accessing the roof is to notify CCPS by radio when entering roof area **and** upon exiting roof area.
4. Hearing Protection must be properly worn at all times while on the roof to mitigate potential hearing damage and/or loss resulting from the siren. Hearing Protection must have a minimum NRR (Noise Reduction Ratio) of 30 decibels; both ear muffs and ear plugs are acceptable means of hearing protection. A supply of ear plugs is available in Alumni Hall Room 203 as well as in SSC 5<sup>th</sup> Floor Mechanical Room.
5. General Order #12-008, referring to Severe Weather Warning Sirens, is hereby incorporated into this policy (see attached). Note: this General Order provides that the sirens are not to be operating while anyone is on the roof of Alumni Hall.

Those who have never been instructed on how to wear hearing protection, please contact Occupational Health and Safety at Extension 88730 prior to accessing AH or SSC roofs.

<b>General Order</b>	<b>The University of Western Ontario Campus Community Police Service</b>	
<b>Subject: Severe Weather Warning Sirens</b>	<b>Effective: 2014-09-09</b>	<b>GO#: 14-004</b>
<b>Supersedes: 12-008</b>	 <b>Authorization</b>	<b>Revised 2014-09-09</b>

A system of sirens and automated voice have been installed at Alumni Hall (AH) and the 5<sup>th</sup> floor roof of Social Science Centre (SSC) for providing an alert to Campus Community members outside of buildings to immediately seek shelter when severe weather is imminent.

Southwestern Ontario is subject to a variety of weather risks including lightning, high winds, hail, flooding, tornadoes, freezing rain, etc. Campus Police, operating 24 X 7, monitor Environment Canada severe weather warnings, watches, and advisories through weather radio, email, Exeter Radar and by watching the sky.

In accordance with current weather protocols the shift Supervisor, or designate, will ensure weather is monitored and on the approach of severe weather where a 'Weather Warning' including tornado is in effect, or approaching, to communicate with the Director or designate for establishing Incident Command. If a tornado has touched down in the London Region an immediate notification of the Director or Designate is to be made.

1. **WEATHER ADVISORY** means actual or expected weather conditions may cause general inconvenience or concern, but will not pose a threat serious enough to warrant a weather warning. An advisory may also be issued when conditions suggest that severe weather is uncertain or too far into the future to justify a warning.
2. **WEATHER WATCH** is an alert that conditions are favourable for the development of severe weather. Watch the skies and listen for updated watches and possible weather warnings.
3. **WEATHER WARNING** means that severe weather is occurring or that hazardous weather is highly probable. Severe thunderstorm or tornado warnings may be issued less than one hour or in some cases only a few minutes in advance.

### **Siren's Activation**

When Environment Canada issues a **Tornado Warning** for the greater London area, a decision between the Shift Supervisor and Director or Designate will be made with regard to alerting the Campus Community through the activation of sirens. Should the tornado be close, and there is no time to collaborate, the supervisor has the authority to activate sirens. The siren will sound continuously until Environment Canada issues an end to the Tornado warning.

### **Shelter Areas**

Recommended 'Shelter Areas' will be signed within facilities which provides guidance in finding shelter locations inside buildings away from outside facing windows and doors. Areas such as interior stairwells, corridors, classrooms, offices, washrooms, and other structurally sound rooms can provide shelter from flying debris and broken glass.

## **Training and Process**

All Communications Operators and patrol staff are required to be trained in all aspects of weather watching, warnings, and sirens activation. Specific sound is activated to provide warning until such time as an all clear is received from Environment Canada. In conjunction with sirens, if time permits, CPA will be advised to post on the University web site and to notify the public through systems such as twitter, mass email, digital signs and facebook.

## **Access to Sirens via AH or SSC roofs**

The keys that unlock the access hatch or door to the AH or SSC roof are stored in a locked safe within the key press at CCPS. Facilities Management, (FM), will attend CCPS to sign out either key. Prior to issuing the key to FM, the CCPS police communications operator, (PCO), will consult with the Environment Canada weather web site to ensure no severe weather warnings or watches are in effect. The key will **not** be issued if a weather warning or watch is in place. Upon issuing the key, the siren activation key will also be removed from the key press and locked in the safe located in the CCPS key press. The siren activation key will remain in the safe until the hatch or roof key is returned. The PCO will make an entry in the Fire System Service Log, (FSS Log), indicating the siren is out of service. FM will notify CCPS via radio upon accessing the roof. Appropriate hearing protection must be worn at all times while on the roof. The sirens will not be operated while anyone is on the roof of AH or SSC. FM will notify CCPS via radio upon exit from the roof. Once work is completed, the hatch or door key must be returned to CCPS without delay. Upon receipt of the key, the PCO will return the access key to the safe and then return the siren key to the key press. The PCO will then make an entry in the FSS log indicating the siren is returned to service.

## **Weekly siren live test**

### **THE SIRENS WILL BE TESTED EVERY FRIDAY AT 12:00PM**

**Prior to activation, the locked safe will be checked to ensure the keys to AH and SSC are secured inside.**

The procedures for operating the sirens and for conducting live and silent tests may be found in CCPS memorandum 14-006