

Rhode Island School of Design

Power Outage Response Annex

Introduction

Power failure is the most common incident that can occur from severe weather and other incidents. For example, strong wind, lightning, and wet snow can cause tree branches to break and fall, potentially bringing down power lines. A widespread terrorist incident could disrupt major power sources and extreme heat can cause them to overload which could lead to rolling blackouts.

It is RISD's policy to view each power outage as a condition that requires immediate attention. As such, our goal is to minimize the risk to personnel, protect college property and assets, and provide for the continuity of college operations.

This plan, in conjunction with the general Campus Emergency Response Plan, serves as a guide for effective and timely response to a power outage.

Immediate response for any power outage

The employee who first notices the power outage should call Public Safety immediately. Public Safety dispatch will then notify the Chief who will be responsible for notifying the Chair(s) of the EOCT and the Director of Facilities Operations. Once the Chairs of the EOCT have been notified they will send a message to the entire EOCT via the list serve. Public Safety will also notify the supervisor on call for Facilities who will begin to work with the utility company to determine how long the power will be out.

Card Services and Public Safety will work together to identify all locations on campus that have lost power.

Generators

RISD Facilities tests and operates backup generators throughout the year. For areas with backup generator power, the power should be automatically restored within 5 minutes of the original outage. If for any reason the power does not restore automatically the supervisor onsite should contact Public Safety who will coordinate with the facilities supervisor to address the issue.

For a list of areas that have backup generator power, see the [Facilities Emergency Plan](#).

These areas may also need backup generator power – depending on the time of year and duration of the outage, but are not connected automatically. The facilities supervisor on call should verify:

Building	Need	Department Affected
Outer hill houses	Heat (if power is out during the winter)	Residence Life
Nature Lab	Rooms 11 and 22 on the first floor – animal enclosures	Nature Lab

Communication to the Campus

For any power outage affecting campus (more than 15 min) during regular business hours (6:00am – 6:00pm) a RISD!Alert will be sent to the community – staff, faculty and students.

The Director of Facilities or designee will be the point of contact with the utility company and will provide the EOCT with an assessment of the conditions, estimated length of time the outage will continue. Any assistance needed and actions that have already been taken will also be reported at this time. Communication will continue to the campus with any updates, including when power has been restored.

If it has been determined that a power outage will last for more than one hour, outside regular business hours a message will go to the EOCT and managers from critical areas will be notified via phone (see table below.)

Affected Area	Manager to notify
Dining Halls	Executive Director, Auxiliary Services
Residence Halls	Residence Life – On Call RD
Museum	Manager, Museum Safety & Security & Facilities Operations
ITS	Director, Network Services

*note: others may need to be contacted if their area has been affected. Please see the “power outage tab” in the EOCT Members & Backups google document for more information and specific contact info.

Campus Closures

Communication of the status of the power outage and class and or/campus closure to the campus community will be conducted primarily through RISD!Alert.

The authority to close operations is vested in the Provost and VP Campus Services in consultation with the President. In making a determination to cancel or delay scheduled classes and academic functions and close or delay the opening of administrative offices, the Provost and VP Campus Services shall consult with various internal departments regarding the current and anticipated weather conditions around campus for safe travel.

*Because the RISD Museum and Continuing Education provide services to the general public and fall outside of the scope of the residential services that must continue despite weather conditions, the decision to close the RISD Museum and/or Continuing Education is deferred to their respective Directors in limited circumstances, i.e. when the academic and administrative offices are closed, Saturday, Sunday and Holidays and no campus wide decision is made by the Provost and VP Campus Services. In all cases, the decision to close is made in close coordination with the VP Campus Services.

If the power outage results in all or part of the campus needing to evacuate, reference RISD’s evacuation plan for specific details on how to proceed.

Long Term Power Outage

Response to a long-term power outage will involve two major concurrent operational efforts; the restoration of power and lifesaving and life-sustaining efforts. Restoration of power will remain within the purview of the utility companies.

When a power outage is of such significance and scope that it is beyond the ability of utility companies to restore power in a timely manner, resulting in local capabilities being insufficient to support the population, the Federal Government will provide assistance. RISD is prepared to shelter this community until help arrives, or will coordinate with local authorities to evacuate the campus and set up shelters where needed.

Note: in the event that a prolonged power outage exists and access control has been affected, Residence Life, Facilities and Public Safety will man designated entrances to residential and academic buildings to ensure that only authorized personnel are allowed in.

NOTE: DO NOT PROP DOORS