Tulane School of Medicine
Recommended Research and Laboratory
Hurricane Emergency Readiness Plan and Timeline
2022-2023

1. To be done immediately and on an on-going basis

- Keep a current inventory of all chemicals and biologicals, especially all investigator derived products.
- Purchase and maintain CO_2 siphon backup for all –80 freezers.
- Keep copies of the most valuable samples in LN_2 storage containers. These containers should be small enough to be carried down multiple flights of stairs by laboratory personnel.
- Keep LN_2 re-supply cylinders in close proximity to storage containers.
- Split valuable biological samples and store off-site or in freezer-farm.
- Place freezers, refrigerators, and incubators on emergency circuits where available.
- Keep a school-wide inventory of the location and capacity of all LN_2 storage cylinders. Clearly mark all LN_2 storage containers with investigator's name and a 24/7 contact #, and laboratory's room number.
- Establish laboratory material evacuation plan. Identify files, notebooks, and computers to be removed in the event of an emergency, including who is responsible for each item.
- Update contact information on laboratory door.

2. Named Storm is in the Caribbean – 5 or 6 days away

- Restock all LN_2 and CO_2 cylinders.

3. Storm has New Orleans in the cone of possibility – 3 to 4 days away (72-96 hrs)

- Top off all LN_2 storage containers from local source.
- Relocate all LN_2 storage containers/dewar to designated emergency drop-point JBJ 2nd floor. Remove all locks. Name and 24/7 contact information must be on the storage unit/dewar.
- Individuals should replace liquid CO_2 back-up tanks for freezers and CO_2 for incubators.
- Back-up all electronic files and data.
- Remove files, notebooks and computers to secure location.

4. Storm is headed for New Orleans and the University has announced closing and/or evacuation has been called (48-72 hrs).

- Unplug all equipment except freezers, refrigerators, and incubators. Make sure all air, gas, and vacuum lines are shut-off.
- Shut off all accessible water sources.
- Move small equipment away from windows. Cover equipment unable to be moved with heavy-duty plastic and secure plastic with duct tape.

5. After the storm has passed

- Return to the campus only when it is safe and entry has been authorized by the Dean.
- Make sure your laboratory is safe for entry. Remember the two-man rule for entering a lab that has been without power for an extended period. Be aware of potential trip and fall hazards.
- If power has not been interrupted, check electrical equipment carefully before plugging it back in.
- Turn water back on and allow it to run to clear the lines. Do not allow water to run unattended