

# REPORTING SAFETY ISSUES

The following (but not limited to) safety items should be reported to Facilities Services Division at **6170** from a college phone, or **972-238-6170** from a cell phone:

- Trip and fall hazards
- Fire hazards
- Unsafe activities
- Lights not working
- Locks or doors not working
- Electrical hazards
- Parking lot hazards
- Unsafe situations



Any injury or exposure to a hazardous substance or blood should be reported to the:

**Richland College Health Center**, located in room T-110. They can be reached at **6135** (from a college phone) or **972-238-6135** by cell phone.

## POWER OUTAGE



In the event of a power outage, Richland College has emergency generators which will provide power for; emergency lighting, elevators and essential equipment. All members of the Richland College-Emergency Response Team (RC-ERT) have flashlights as part of their equipment and can assist in providing additional light in areas not covered by the emergency lighting.

- ❖ Have one person in your area call Facilities Services at **6170** from a college phone, or **972-238-6170** by cell phone.
- ❖ Remain in your classrooms and offices until you receive instructions from Facilities Services, RC-ERT members, the College Police, or the power returns.
- ❖ Use caution going up and down stairways in reduced lighting.