



Department of Facilities POLICY AND PROCEDURE

POLICY NUMBER: 487
VERSION: 2

SUBJECT: Corrective Maintenance Procedure For Natural Gas Failure

POLICY:

Facilities will identify and implement emergency procedures in the event of a natural gas failure.

PURPOSE:

Identify and implement emergency procedures for responding to a natural gas disruption or failure.

PROCEDURE:

This procedure is to be followed during regular working hours to maintain uninterrupted service at all times.

If there is ANY immediate threat of harm to the building or the occupants, CALL 911.

1. Facilities Office

Upon knowledge of a natural gas failure from a reliable source in the facility, issue instructions to the plumber to proceed as follows.

- A. Check the main gas valve.
- B. Make sure the valve is not being worked on.
- C. If there is ANY impact to patient care:
 - Report the extent of the problem, repairs required and anticipated time frame for repairs to the Director of Facilities.
 - If system cannot be repaired in a short time frame, immediately notify the ASC and Administration.

2. Plumber

- A. Proceed according to above instructions.
- B. If the trouble is not found, report to the Director Facilities.
- C. Assisted by the Facilities staff and other county facilities as required, do whatever is necessary to restore service.
- D. Keep Director of Facilities advised of progress.
- E. Contact So Cal Gas Co.
 - Emergency 800-427-2200
 - Service Request 800-427-2000

Approved By: Anthony Corliss (MANAGER I, FACILITIES OPERATIONS AND CRAFTS)	
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