

Procedure: Natural Gas Leak	Last Update: July 2010
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References: Security and Safety Committee Policy, Threat Report

Purpose: To implement safety practices regarding natural gas leaks.

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A. Evacuation

1. Evacuate building in accordance with the Building Evacuation Procedures
2. Avoid any open flames or other ignition sources, such as turning on or off electrical switches, appliances or equipment, or using telephones of any type. Do not start a vehicle.

B. Notification

Once outside the building, or away from the gas leak, notify law enforcement immediately in the following manner:

Administration and Courts Building	Weekdays, 6 AM to 6 PM All other times	Extension 6000 9-911 from County land line 911 from all other telephones
Human Services Building or Laramie Building	Weekdays, 8 AM to 6 PM All other times	Extension 6000 9-911 from County land line 911 from all other telephones
All other County Facilities		9-911 from County land line 911 from all other telephones