

Emergency Action Plan for
**Department of Medicine - Division of
Experimental Medicine**

Contact Persons For This Plan

	Name	Email	Work Phone
Primary	VANESSA YORK	vanessa.york@ucsf.edu	6282068096
Alternate			

Emergency Assembly Areas Post-Evacuation

Primary	Alternate	Designated Waiting Area(s) If In Need Of Assistance To Evacuate
In front of the Avon Breast Center.	If not safe to be in this area, proceed to the front doors of the hospital by the roundabout. If this location is unsafe proceed to the corner of 23rd Street and San Bruno Ave.	All staff should wait at the assembly area so roll can be taken. Staff that need assistance evacuating should wait on the 6th floor Room 603 if safe to do so.

Occupants With Emergency Roles

Name	Emergency Role	Home Workgroup
XAVIER FARIAS	Floor Warden	
VANESSA YORK	Emergency Coordinator	
JUSTIN W VANG-MOORE	Emergency Coordinator	
JOEL D ERNST	Emergency Coordinator	

TABLE OF CONTENTS

A. Purpose Of The Emergency Action Plan.....	3
B. Buildings Covered (in Whole or Part).....	3
C. Specific Work Area (Within the Above Buildings) Covered By This Plan.....	3
D. Instructions For Reporting Emergencies.....	3
E. Instructions For Evacuation.....	4
F. Instructions For Sheltering In Place.....	4
G. Instructions For Securing In Place	5
H. Procedures For Specific Scenarios.....	5
I. Occupants With Special Duties During Emergencies.....	7
J. Other Important Information.....	8
Appendices	9
Appendix 1: Alarm Systems.....	9
Appendix 2: Org Units That Have Staff In This Work Area.....	9
Appendix 3: Training Requirements	9
Appendix 4: Record-Keeping Requirements	9
Appendix 5: Contact Persons For This Plan.....	9

Plan Status	
Current Plan Status	Plan Review Due Within 30 Days
Date This Status Became Current	Aug 1, 2022
Next Annual Review Due By	Aug 31, 2022

A. Purpose Of The Emergency Action Plan

The Emergency Action Plan (EAP) is a way for your workplace to prepare and plan for a variety of emergency situations, e.g., medical emergencies, citywide disasters; power outages, hazardous chemical spills, fires, bomb threats, a civil disturbance, and earthquakes.

An Emergency Action Plan is required for each Administrative and Academic work space, and should be considered a part of every Department's basic health and safety responsibility. EAPs may be developed for an entire floor or area occupied by multiple departments, divisions, units, or labs; or may be written for a single unit/lab worksite.

It is important for staff to read and understand their work site Emergency Action Plan BEFORE an emergency occurs. Managers should share safety information with faculty, staff, and students; brief all new personnel as they join the department; and POST copies of the Emergency Action Plan in accessible locations. EAP owners are responsible for the annual review and update of their Emergency Action Plan(s).

The Emergency Action Plan can be organized by worksite (office, lab), by Division or Department, and by floor or building. Collaboration between neighboring work spaces on the same floor to develop a single "Neighborhood" EAP is encouraged.

For additional information regarding the Emergency Action Plan requirement, please review the Emergency Action Plan Team Manual at <http://police.ucsf.edu/emergency-management/emergency-action-plan-eap>.

Last Update: November 5, 2020

Review: August 28, 2018

B. Buildings Covered (in Whole or Part)

Building Name	Address Line 1	Address Line 2	Building Coordinator (or Equiv)	Alternate Bldg Coordinator (or Equiv)	Comment
SFGH Bldg 3	1001 Potrero Ave	San Francisco, CA 94110			

C. Specific Work Area (Within the Above Buildings) Covered By This Plan

Work Area Covered By This Plan	5th and 6th floor - All rooms on 5th and 6th floor covered by this plan
Additional Description of Work Area	
Location Tag	San Francisco General Hospital
Other Location Tag	
Animal Facilities In This Work Area?	No
Animal Facilities Location/Details	

D. Instructions For Reporting Emergencies

EMERGENCY:

911

To reach UCSF police, dial 911 from any campus phone or 415-476-6911 from a non-campus phone.

Non-Emergency:

415-476-1414

The caller should provide as much information about the emergency as possible, including locations affected, any health and safety issues, missing persons, or other pertinent and relevant information.

D. Instructions For Reporting Emergencies

For large scale or regional disasters where communications are impeded, such as a significant earthquake, please report situation status to the Status Collection Point (East Zone - Koret Quad, West Zone - Emergency Shed at LPPI).

Last Update: November 5, 2020

E. Instructions For Evacuation

- Cease all work immediately upon notification of the event (by alarm or direct notification)
- Shut down critical equipment in the area, if possible, without placing yourself or your work or research at risk
- Take essential personal belongings, if safe to retrieve items
- Close doors but do not lock them
- Proceed to the nearest stairwell (noting any injuries, hazards or personnel remaining in the building) - DO NOT attempt to use elevators
- Go to the floor of the building that exits to street level and exit the building immediately
- For high rise buildings, evacuate 4 floors down or until you no longer hear fire alarms
- Report to your Emergency Assembly Area
- Check in with your Floor Warden/designee to be accounted for and to report any issues
- Keep entrances, sidewalks, driveways and fire lanes clear
- Do not re-enter the building until you have been notified by Security, emergency response personnel, or Floor Wardens that it is safe to do so – DO NOT enter the building simply because the alarm has been silenced!
- If you are unsure it is safe to re-enter a building, ask emergency response personnel or call 415-476-1414

Last Update: November 5, 2020

Review: August 28, 2018

Evacuation Route	Primary: One stairwell is on the east side of the building by the BSL2* lab on the 6th Floor and the tissue culture room on the 5th Floor. This stairwell ends outside the back of the building at the loading dock. Proceed to Emergency Assembly Area using safest route. The other stairwell is in the west side of the building by the Oval office on the 6th Floor and the kitchen on the 5th Floor. This stairwell will take you to the 1st Floor where you will turn left and exit to the outside. Proceed to Emergency Assembly Area using safest route. Secondary:
Emergency Assembly Area	Primary: In front of the Avon Breast Center. Secondary: If not safe to be in this area, proceed to the front doors of the hospital by the roundabout. If this location is unsafe proceed to the corner of 23rd Street and San Bruno Ave.
Designated Waiting Area(s)	All staff should wait at the assembly area so roll can be taken. Staff that need assistance evacuating should wait on the 6th floor Room 603 if safe to do so.

F. Instructions For Sheltering In Place

There may be situations when it is safest to stay where you are and avoid any uncertainty outside. This can be due to hazardous material releases, fires, explosions, or chemical spills. If a shelter in place order is given employees should follow these procedures to ensure their safety.

How to choose a room to shelter in place:

- Select a small, interior room, with no or few windows
- Choose a room where exterior doors and windows close completely and can be locked
- It is ideal to have a hard-wired telephone in the room you select (cell phone equipment may be overwhelmed or damaged in an emergency)

Additional Notes:

- Lock all available doors
- Turn off all fans, heating and air conditioning systems, if feasible
- Inspect emergency kits and supplies
- Updates on the situation and the 'all-clear' message may be communicated via WarnMe, overhead paging system, or by emergency response personnel
- Be prepared to improvise and use what you have on hand to seal gaps so that you create a barrier between yourself and any contamination

Last Update: November 5, 2020

G. Instructions For Securing In Place

There may be situations when a location should be secured to prevent entry. This will usually be due to the possible presence of a violent intruder. If a secure in place order is given, employees should follow these procedures to ensure their safety.

How to choose a room to secure in place:

- Select a small, interior room, with no or few windows
- Choose a room where exterior doors and windows close completely and can be locked
- It is ideal to have a hard-wired telephone in the room you select (cell phone equipment may be overwhelmed or damaged in an emergency)

Additional Notes:

- Lock all available doors
- Silence cell phones
- Do not congregate in one portion of the room
- Avoid areas that can be seen from outside the room
- When first responders arrive, follow instructions and keep hands visible

Last Update: November 5, 2020

H. Procedures For Specific Scenarios

(1) MEDICAL EMERGENCY

- If you are injured or have a medical emergency in the workplace, call 911 or 415-476-6911 immediately if you are able. If you are unable to use the phone, verbally call for help. Anyone who hears you should summon help by calling 911 or 415-476-6911.
- If you witness an injury or medical emergency in the workplace, immediately assist the injured if it is safe for you to do so. Then call 911 or 415-476-6911 as soon as possible from a safe location. Become familiar with emergency notification procedures.

(2) FIRE

A building occupant is required by law to evacuate the building when the fire alarm sounds.

- If you see a fire and the alarm is not sounding, immediately notify the fire department by activating the nearest manual alarm pull station. Call 911 or 415-476-6911 from a safe location to provide details of the situation.
- If trained, able and safe (with a sure and safe exit), use a portable fire extinguisher to extinguish the fire. Evacuate if one extinguisher does not put out the fire.
- Otherwise, evacuate the building as soon as the alarm sounds and proceed to the EAA.
- On your way out, warn others.
- Use stairs only; do not use elevators.
- Move away from fire and smoke. Close doors and windows if time permits.
- Check for heat - touch closed doors (NOT handles). Do not open them if they are hot.
- Enter the building only when instructed to do so by emergency responders.

(3) EARTHQUAKE

(a) Inside the Building:

- Duck under the nearest sturdy object and hold onto it until the shaking stops. If you are not near a sturdy object, make yourself as small as possible and cover your head and neck.
- If you stand in a doorway, brace yourself against the frame and watch out for a swinging door or other obstruction.
- Avoid windows, filing cabinets, bookcases, and other heavy objects that could fall or shatter.
- Stay under cover until the shaking stops, then leave the building and go to the EAA or another designated location. Report to your roll taker.
- If safe, before evacuating, stabilize any laboratory procedure that could lead to further danger. (Example: turn off gas valves or electrical equipment.)

(b) Outside the Building:

- Move away from trees, signs, buildings, electrical poles and wires, fires, and smoke.
- Protect your head with your arms from falling debris.
- Proceed to the EAA or a pre-designated alternate assembly area. Report to your roll taker.
- Stay alert for further instructions.

(4) DEMONSTRATION OR CIVIL DISTURBANCE

- Most demonstrations are peaceful and if one is conducted near or in your building, carry on business as usual. Avoid provoking or obstructing demonstrators. Should a disturbance occur, call Police for assistance.
- If protestors enter your building, let them. Try to carry on business as usual. If the noise becomes too great, or the crowd too large, feel free to close and lock your office doors and/or windows - this is a departmental decision.
- Do not close your buildings unless the Police advise you to. If it becomes necessary to evacuate, follow directions from

H. Procedures For Specific Scenarios

Police. Proceed to the EAA and wait for additional instructions.

(5) CRIMINAL OR VIOLENT BEHAVIOR

- Assist in making your work location a safe place by being alert to suspicious situations or persons and reporting them as outlined below. See something, say something - call local Police.
 - If you are the victim of, are involved in, or a witness to any violation of the law such as assault, robbery, theft, overt sexual behavior, etc. call Police as soon as possible. If safe, wait for Police in order to provide them with more information.
-

(6) SUSPICIOUS PACKAGE

- A suspicious-looking box, package, object, or container in or near your work area may be a bomb or explosive material.
 - Do not handle or touch the object.
 - Move to a safe area and call the Police immediately at 9+911 or 416/476-6911. Use a telephone in a safe area.
 - Do not operate any power switches, and do not activate the fire alarm.
-

(7) EXPLOSION

If there is an explosion:

- Take cover under sturdy furniture, or leave the building if safe and directed to do so by emergency responders.
 - Stay away from windows.
 - Do not light matches.
 - Move away from the hazard site to a safe location.
 - If instructed to evacuate, use the stairs only; do not use the elevators.
-

(8) BOMB THREAT

If you receive a bomb threat (via the telephone):

- Stay calm and keep your voice calm.
- Pay close attention to details. Talk to the caller to obtain as much information as possible.
- Write down the date and time of the call.
- Take notes. Pay attention to details. Ask as many questions as possible:
 - When will it explode?
 - Where is it right now?
 - What does it look like?
 - What kind of bomb is it?
 - Where did you leave it?
 - Did you place the bomb?
 - Who is the target?
 - Why did you plant it?
 - What is your address?
 - What is your name?

Listen to the caller's voice. See if you can identify

- Speech patterns (accent, tone)
- Emotional state (angry, agitated, calm, etc.)
- Background noise (traffic, people talking and accents, music and type, etc.)
- Age and gender

Write down other data:

- Date and time of call
- How threat was received (letter, note, telephone)

Call the Police and relay the information from the bomb threat telephone call or bomb threat letter. Follow the Police's instructions.

Check your work area for unfamiliar items. Do not touch suspicious items; report them to the Police at 911 or 415-476-6911. If you are told by emergency responders to evacuate the building, evacuate immediately.

(9) HAZARDOUS MATERIAL RELEASE

(a) For Non-Users Of The Hazardous Material: If a hazardous material is released or spilled near you and you are not a user nor knowledgeable about hazardous materials, call Police immediately and move away from the release area.

(b) For Users Of The Hazardous Material: If you are a hazardous material user and you cause a release of a hazardous material, you should know the emergency procedures for cleaning up a hazardous spill. All hazardous materials users should be trained on proper use and storage of hazardous materials, including proper procedures for preventing spills and emergency procedures when a spill occurs. If you have not been trained and don't know what to do, leave the area and warn others. When you are at a safe location, call Police immediately.

(10) UTILITY FAILURE

- In the event of a major utility failure, notify Facilities Services Customer Call Center at 415-476-2021 (or the building

H. Procedures For Specific Scenarios

- owner, if you are off-campus in a leased space).
- Evacuate the building if the fire alarm sounds and/or upon notification by Police.
- In laboratory buildings, fume hoods do not operate during a power outage and many laboratories should not be used until ventilation is properly restored.

(11) ELEVATOR FAILURE

If you are trapped in an elevator, use the emergency telephone inside the elevator to call for assistance or press the elevator alarm inside the elevator to signal for help.

(12) FLOOD OR PLUMBING FAILURE

- Cease using electrical equipment.
- Evacuate the building if necessary and proceed to the EAA.
- Call Facilities Services Customer Call Center at 415-476-2021 if necessary.

(13) STEAM LINE FAILURE

- Avoid live steam. Serious burns can result.
- Call Facilities Services Customer Call Center at 415-476-2021. If leased space, call the building owner or contact person.

(14) GAS SMELL

If you smell natural gas:

- Cease all operations immediately.
- Do not operate light switches.
- Evacuate as soon as possible.
- Call Police at 911 or 415-476-6911.
- Call Facilities Services Customer Call Center at 415-476-2021. If your space is leased, call the building owner or contact person.

(15) VENTILATION PROBLEM

If you smell odors coming from the ventilation system:

- Immediately notify Facilities Services Customer Call Center at 415-476-2021. If in leased space, notify the building owner or contact person.
- If necessary, cease all operations immediately.
- If necessary, evacuate the building and proceed to the EAA.
- If smoke is present, pull the fire alarm, then call Police at 911 or 415-476-6911 from a safe location.

Last Update: November 5, 2020

I. Occupants With Special Duties During Emergencies

Name	Department	Organizer Duties	Duties Pre-Evacuation	Duties Post-Evacuation	Rescue Or Medical Duties
XAVIER FARIAS	M_MED-ZSFG-EXPM	Floor Warden	Xavier Farias will sweep the 6th Floor including the BSL2* lab and request that people leave immediately.		
VANESSA YORK	M_MED-ZSFG-EXPM	Emergency Coordinator	Assists Floor Warden with evacuation procedures by leading staff from building to Emergency Assembly Area	Reports status of injuries and damage to personnel/property to the Site Emergency Coordinator.	
JUSTIN W VANG-MOORE	M_MED-ZSFG-EXPM	Emergency Coordinator	Alternate emergency coordinator. Assists with evacuation.	Reports status of injuries and damage to personnel/property to the Site Emergency Coordinator.	

I. Occupants With Special Duties During Emergencies

Name	Department	Organizer Duties	Duties Pre-Evacuation	Duties Post-Evacuation	Rescue Or Medical Duties
JOEL D ERNST	M_MED-ZSFG-EXPM	Emergency Coordinator	Alternate emergency coordinator. Assists with evacuation.	Assesses injuries and damage to personnel/property and reports this status to the Site Emergency Coordinator.	Is an MD.

J. Other Important Information

FIRE EXTINGUISHER: 5th floor: kitchen and rooms 505, 507, 511, 522, and 527. 6th floor oval office and rooms 609, 615, 621, 627, 631, and 636., AED: N/A, EMERGENCY SUPPLIES: Water & crank radio 5th & 6th floor lunch rooms; non-perishable food 5th floor library, flashlights admin office & all research labs, FIRST AID KIT: In all research labs, admin office, and outside Room 622., RED PHONE: N/A

Appendices

Appendix 1: Alarm Systems

Details Of Building Fire Alarm System	Fire alarm system utilizes detectors audible alarms and visual strobes. Nearest fire pull station is located at 4 stations. Next to both stairwells on each of the 5th and 6th floors
Other Employee Alarm Systems In Building	Refrigeration Alarm;Elevator Alarm;Lab Hood Alarm
Details Of Other Employee Alarm Systems	Most of our laboratory equipment including freezers and refrigerators have alarms and are monitored by an outside company, Tyco, for temperature and power issues.

Appendix 2: Org Units That Have Staff In This Work Area

Appendix 3: Training Requirements

Before implementing the emergency action plan, the employer shall designate and train a sufficient number of persons to assist in the safe and orderly emergency evacuation of employees. Campus Floor Warden training is available online at <https://training.ucsf.edu/> and search Campus Floor Warden.

The employer shall advise each employee of his/her responsibility under the plan at the following times:

- Initially when the plan is developed,
- Whenever the employee's responsibilities or designated actions under the plan change, and
- Whenever the plan is changed.

The employer shall review with each employee upon initial assignment those parts of the plan which the employee must know to protect the employee in the event of an emergency. The written plan shall be kept at the workplace and made available for employee review.

Last Update: November 5, 2020

Appendix 4: Record-Keeping Requirements

The written Emergency Action Plan shall be posted in the workplace, made available for employee review, and on-boarding of new employees shall include review of current EAP.

A written training record shall be kept in the workplace and include, at minimum, a list of employees trained in the EAP, the date of training for each, and the employee's signature as confirmation. Training records shall be kept and available for a minimum of one year.

Last Update: November 5, 2020

Appendix 5: Contact Persons For This Plan

	Name	Email	Work Phone	Cell Phone
Primary	VANESSA YORK	vanessa.york@ucsf.edu	6282068096	(650) 255-6933
Alternate				

EMERGENCY NUMBERS

9+911 (if from a Campus phone)	Police, Fire, Medical Emergency, Haz Mat Incident
206-4911	Security emergencies
206-8063	ZSFG Institutional Police – non-emergency, ZSFG Escort Service
206-8522	ZSFG Building Damage, Utilities (gas, water, electricity), Building Manager Telephone – SFGH Plant Services
353-7842 (Parnassus)	Needlestick Hotline 24 hours/7 days a week
474-1414	UCSF Environmental Health & Safety
SF Emergency Alert System (EAS)	KCBS-740 AM, KGO-810 AM, KNBR-680 AM
206-8096 work, 650-255-6933 cell	Worksite Emergency Coordinator: Vanessa York
206-8140	Floor Warden 5 th and 6 th Floor: Xavier Farias
586-6822	Custodian Janitorial Services
206-8111	SFGH Emergency Department

EMERGENCY NOTIFICATION and COMMUNICATION PLAN

In the event of an emergency, SFGH will notify the Department of Medicine and in turn they will notify Vanessa York.

Vanessa York will notify the following people:

Joel Ernst, Professor, Division Chief
Margaret Feeney, Professor
Bryan Greenhouse, Associate Professor
Timothy Henrich, Associate Professor
Peter Hunt, Professor
Babak Javid, Associate Professor
Rachel Rutishauser, Assistant Professor
Sara Suliman, Assistant Professor
Justin Vang-Moore, Division Manager

Joel Ernst & Mary Beth Moreno will communicate with the following people:

Members of the Ernst Lab

Margaret Feeney and Mikias Ilala will communicate with the following people:

Members of the Feeney Lab

Bryan Greenhouse and Charles Le will communicate with the following people:

Members of the Greenhouse Lab

Timothy Henrich and Tyler-Marie Deveau will communicate with the following people:

Members of the Henrich Lab

Peter Hunt and Vanessa York will communicate with the following people:

Members of the Hunt Lab

Babak Javid & Mary Beth Moreno will communicate with the following people:

Members of the Javid Lab

Rachel Rutishauser & Alice Wang will communicate with the following people:

Members of the Rutishauser Lab

Sara Suliman & Angel Ruvalcaba will communicate with the following people:

Members of the Suliman Lab

Vanessa York will communicate with the following people:

Xavier Farias, Laboratory Assistant

Justin Vang-Moore will communicate with members of the Administrative Staff.

At this time, only medical staff will be recalled in the event of a disaster to assist with patients at ZFGH.

NEAREST PUBLIC TELEPHONE and CAMPUS EMERGENCY PHONE

Public phones are located on the first floor of Building 90 and in the front lobby of the main hospital.

LOCATION OF NEAREST FIRE ALARM PULL STATION

5th Floor across from the kitchen next to stairwell

5th Floor across from tissue culture next to stairwell

6th Floor across from Oval Office next to stairwell

6th Floor across from BSL2* next to stairwell

LOCATION OF ALL FIRE EXTINGUISHERS (& Date of last inspection):

5th Floor kitchen –3/22 5th Floor Room 505 – 3/22

5th Floor Room 507 – 3/22 5th Floor Room 511 – 3/22

5th Floor Room 522 – 3/22 5th Floor Room 527 – 3/22

6th Floor Oval Office – 3/22 6th Floor Hallway 609 – 3/22

6th Floor Hallway 615 – 3/22 6th Floor Room 621 – 3/22

6th Floor Hallway 627 – 3/22

To use a fire extinguisher remember P-A-S-S.

Pull the pin

Aim the extinguisher nozzle low at the base of the fire

Squeeze the handle which will release the fire extinguishing medium.

Sweep from side to side at the base of the fire until the fire is out.

EMERGENCY SUPPLIES

- Emergency supplies are maintained at this work site.

EMERGENCY SUPPLIES AND EQUIPMENT

Departments are responsible for maintaining emergency supplies and equipment at each work site.

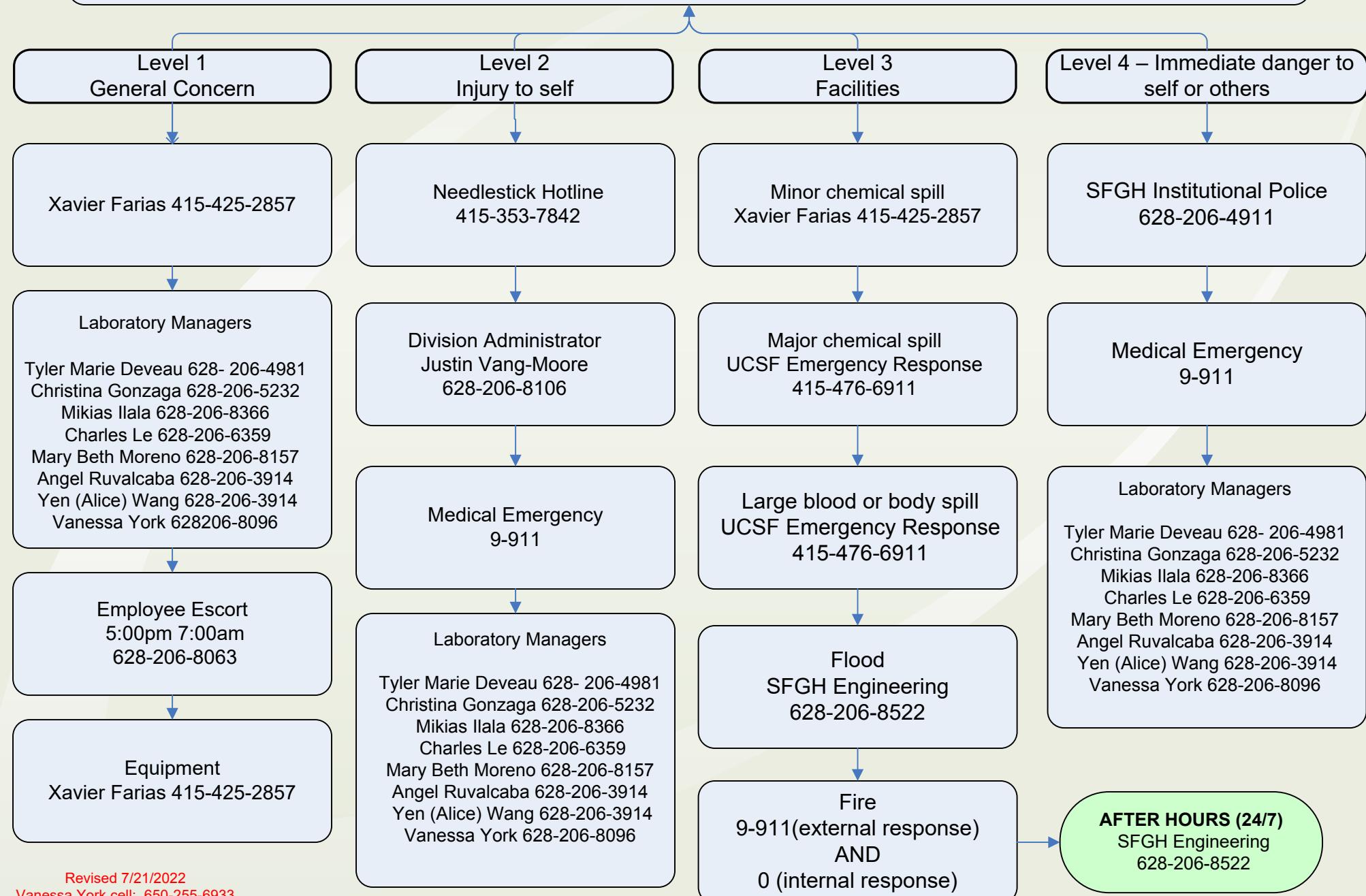
Recommended: First Aid supplies, flashlights, extra batteries, battery operated AM/FM radio, water, and non-perishable food.
<http://www.prepare.org/basic/twpkit.htm>

Assign someone to review, and restock supplies annually.

Quantity	Purchase/ Replacement Date	Item	Location
	Replenished every 2 weeks	Bottled water – 5 gallon bottles	6 th Floor Oval Office
		Flashlights	Admin Office 5 th floor Room 501 5 th floor Rooms 507, 523, 527 in fire extinguisher box 6 th floor Rooms 615 and 621 6 th floor Rooms 609, 627, 631 in fire extinguisher box
	Replenished as needed	Extra Batteries	6 th floor admin office
	Replenished as needed	Basic First Aid Supplies	Research labs Admin offices Outside Room 622
2		Crank Radio	5 th Floor Collaboration Room 6 th Floor Oval Office
	Replenished every 2 weeks	Non-perishable food items in vending machine	5 th Floor Collaboration Room

Emergency Action Flow Chart

Determine the level of concern



UCSF Emergency Action Plan Template

PERSONNEL ROSTER

Use this list to account for staff at your designated Emergency Assembly Area and when clearing the work site.

Building 3, 5th & 6th Floors

<u>Employee Name</u>	<u>Work Tel.</u>	<u>Lab</u>	<u>Cell # Home #</u>	<u>Emerg. Notification</u>	<u>Comments : Special needs or skills</u>
Gonzalo Acevedo	628-206-8366	Feeaney Lab	510-282-5899	Martin Gagliano 510-495-0986 510-994-9167 Daniel Minter 253-948-2047	Spanish, French, CPR
Sakshi Agarwal	628-206-8137	Javid Lab	415-216-9167	Babak Javid 857-285-8891 Manitosh Pandey +91-8860787137	
Florianne Alviar	628-206-5232	CIL Lab	415-310-0463 415-715-0192	Feliciano Alviar 415-310-4967 Annabelle Alviar 415-310-4968	
Gabrielle Ambayec	628-206-8152	Hunt Lab	951-200-1834	Rizalina Ambayec 951-219-0723 951-486-4890 Epifanio (Jun) 951-834-5142 760-744-5615	Proficient Tagalog interpretation
Kofi Asare	628-206-4981	Henrich Lab	856-857-5358	Lisa Asare 609-731-4077 609-510-8115 Kwami Asare 609-984-2426 609-456-1345	
Gabriele Beck-Engeser	628-206-8152	Hunt Lab	415-910-3820 415-558-9812	Maria Wabl 415-759-6585 415-640-2164 Mary Russell 415-771-5787 415-439-3792	benzoylperoxide allergy
Gina Borgo	628-206-3914	Rutishauser Lab	925-360-8776	Ben Borgo 650-255-7758 Rebecca Schwartz 925-360-8776	Allergic to stone fruit
Jessica Briggs	628-206-8421	Greenhouse Lab	281-799-3334	Karen Schmidt 281-794-3056 Russell Briggs 713-206-9566	CPR certification (ACLS)
Amanda Buck	628-206-4981	Henrich Lab	925-989-4057	Jill Buck 925-487-0777 925-931-0386 Mark Buck 925-413-7677	Basic Life Support Certification
Fay Chan	415-206-8165	Hunt Lab	415-413-6684	Marita Chan 415-490-7305 Siu Tong Chan 415-490-7304	
Yuxiang Chen	628-206-8137	Javid Lab	415-530-6425	Sakshi Agarwal 415-216-9167 Fei Ning 415-533-6090	
Devin Columbus	628-206-8113	Ernst Lab	718-986-7267	Angel Columbus 646-651-6781 Susan Columbus 845-800-1588	
Christian Constantz	628-206-3914	Rutishauser Lab	650-529-5421	Brook Constantz 650-868-4809 Jennifer Schorman 818-441-9347	
Ana Coutlakis	628-206-4981	Henrich Lab	703-473-9173	Denise Coutlakis 703-244-2380 Leela Yadav 202-815-3947	
Amelia Deitchman	415-476-1148	Henrich Lab	904-651-7825	Johannes Kast 352-213-9391 Tami Deitchman 904-994-2100	
Tyler-Marie Deveau	628-206-4981	Henrich Lab	909-206-7419	Christopher Deveau 909-239-7677 Maria Deveau 909-241-7619	
Tessa Dickson	628-206-8137	Javid Lab	707-357-4454	Karen Novak 707-937-0352 707-813-7022	
Elnaz Eilkhani	628-206-3103	DEM-DARE	916-505-0829	Ali Behbood 408-499-3822 Elnour Eilkhani 916-505-5101	
Adrienne Epstein	628-206-8421	Greenhouse Lab	401-486-5989	Matthew Tytel 707-372-7121	French

				Thomas Epstein 401-524-8845	
Joel Ernst	628-206-8101	Ernst Lab	917-518-9524	Victoria Ernst 917-517-0490 Kristina Ernst 917-514-1822	Hearing disability
Haig Alexander Eskandarian	628-206-8137	Javid Lab	+14154253101	Hasmig Eskandarian +17037203484 +15713381741 Alice Cont +41216931709 +393472455778	Languages: French, English, Russian, Armenian, Italian
Xavier Farias	628-206-8140	DEM Administration	415-425-2857	Chris Beaudoin 415-272-8681 Jody Angel 415-412-5650	Spanish speaker
Margaret Feeney	628-206-8218	Feeney Lab	617-686-6980	Karen O'Neill 415-347-5545	MD
Inna Gerlovina	628-206-8421	Greenhouse Lab	510-334-6892 510-525-1677	Boris Gerlovin 510-407-1356 510-237-0615 Alex Aleskovski 510-407-5607	
Valerie Girling	628-206-5232	CIL	415-307-1950	Richard Girling 415-305-9148 Raury Girling 415-971-6020	
Christina Gonzaga	628-206-5232	CIL	650-222-2318 650-878-5377	Elgin Wingate 650-346-2240 Brianna Wingate 415-595-0118	
Bryan Greenhouse	628-206-8844	Greenhouse Lab	415-317-2263	Cara Pellegrini 415-221-4810x3178 415-317-5025 Norine Greenhouse 732-740-2810	Physician, though clinical skills are not frequently used
Timothy Henrich	628-206-5518	Henrich Lab	857-334-1574	Rachel Coen 347-247-5409 Janet Henrich 203-288-9563	Latex allergy, MD, CPR, advanced cardiac life support, post-exposure prophylaxis for viral infections
Eduardo Hernandez	628-206-3914	Rutishauser Lab	707-529-2198	Anthony Hernandez 707-849-9213 Maurilio Hernandez 707-889-9522	Shellfish allergy
Zachary Howard	628-206-8113	Ernst Lab	425-761-0495	Kathryn MacKay 425-354-8971 Patrick Howard 425-269-1110	
Alan Hsieh		Suliman Lab	408-777-2916	Carl Hsieh 408-775-4600 Bruce Hsieh 408-489-8588	CPR, Mandarin
Wendy Hung	628-206-3914	Rutishauser Lab	310-923-2870	Eric Hung 310-736-5157 Grace Lin 604-277-8161	Mandarin speaking
Peter Hunt	628-206-8165	Hunt Lab	415-244-6682	Tomoko Funaki 917-533-0754 Kevin & Elizabeth Hunt 203-265-5313 617-823-3502 203-974-3409	Physician
Riana Hunter		Suliman Lab	619-623-9257	Janeth Godoy 323-812-5387 Julia Spencer 310-740-6685	
Mikias Ilala	628-206-8366	Feeney Lab	323-529-7158	Elizabeth Ilala 323-377-3505 Arega Tulu 510-809-7865	Amharic Language
Babak Javid	628-206-8159	Javid Lab	857-285-8891	Salumeh Javid 510-953-9748 Mahsa Javid 203-645-9717	Physician but not licensed in CA. Farsi speaker
Abigail Kane	628-206-8188	Rutishauser Lab	575-649-3217	Deborah Kane 575-652-2650 Patrick Kane 575-642-3702	
Priya Kishore		Suliman Lab	415-613-7328		Allergic to Amoxicillin;

					Languages: Punjabi, Hindi
Nitasha Kumar	628-206-5232	CIL	470-439-6772	Barry Shiel 415-756-6516 Nitasha Kumar 470-439-6772 818-836-9826	Allergic to fructose and gluten, speaks Indonesian and Hindi
Brian LaFranchi	628-206-4981	Henrich Lab	503-707-5372	Steve LaFranchi 503-636-4190 503-702-1835 Pam Fisher 503-636-4190 503-277-9103	
Isabel Lamb-Echegaray	628-206-8366	Feeney Lab	510-944-9317	Matthew Lamb 434-760-5890 Teresa Echegaray +34 675894331	Spanish
Susan Lau	628-206-8103	DEM Administration	415-794-4890 415-885-4236	Kenneth Louie 415-786-0199 Sandy Lau 415-867-0199	Languages: fluent in Cantonese, basic skills in Mandarin
Justine Levan	628-206-8366	Feeney Lab	805-267-6839	Bianca Levan 805-267-6834 Andre Levan 805-300-4566	
Meredith Lew Tan	628-206-8102	DEM Admin	323-594-1243	Shelly Ushio 626-405-5880 323-893-3807 Nicholas Suen 415-608-7152	
Jason Limberis	628-206-8113	Ernst Lab	415-815-6307	John Cohen 408-439-3697 Carla Kotze 0027722255554	
Nathan Lo	628-206-8421	Greenhouse Lab	281-768-9637	Sarah Jacobson 978-494-2296	ACLS, physician
Marine Lyden	628-206-4981	Henrich Lab	812-361-1822	Misuzu Lyden 812-340-3875 Annalea Maeder 341-799-6918	
Wenyue Ma	628-206-5232	CIL	510-435-6822	Shuyi Liu 510-459-0780 Junwei Ma 510-435-1982	
Alexander Mohapatra	628-206-8113	Ernst Lab	813-785-6121	Amna Mohapatra 909-702-8519 Uday Choudhury 510-579-3876	BLS/ACLS
Mary Beth Moreno	628-206-8113	Ernst Lab/Javid Lab	707-529-0895 707-578-7723	Robert Moreno 707-525-7491 707-529-0896 Timothy Moreno 707-237-1335	
Maxwell Murphy	628-206-8421	Greenhouse Lab	707-364-7044	Douglas Murphy 707-364-5770 Kathryn Murphy 707-364-7045	
Alina Nalyvayko	628-206-8137	Javid Lab	530-867-7488	John Verhoog 616-438-2953 Kathleen Guerrero 530-320-7137	
Paul Ogongo	628-206-8113	Ernst Lab	628-502-9805	Martha Bitta 628-244-6576 James Onyango +254-724-452884	
Meagan Olive	628-206-8366	Feeney Lab	603-724-4930	Rebecca Olive 603-225-0840 603-724-1719 Shreya Thatai 248-506-6829	
Michael Peluso	628-206-4981	Henrich Lab	516-729-5100	Alyssa Nylander 925-699-7438 Maria Peluso 516-729-5101	Physician
Maricela Pena	628-206-5232	CIL	415-424-7160	Mariela Pena 415-717-1358 Sergio Castanon 415-261-2662	Peanuts, spicy
Mary Prahl	628-206-8366	Feeney Lab	218-348-3535	Anand Reddi 530-574-6004 Marian Prahl 218-348-8881	CPR, pediatric ACLS
Josephine Reijneveld		Suliman Lab	415-361-0669	Arjen Reijneveld +31634291420 Dorothea de Jong +31 626759703	Native in Dutch language
Isabel Rodríguez-Barraquer	628-206-6359	Greenhouse Lab	443-315-6015	Ignacia Echeverría 443-621-2822 Carmen Barraquer +571-6100136	Spanish

Isobel Routledge	628-206-8421	Greenhouse Lab	415-967-7897	Carolyn Routledge +447715659422 Bruce Routledge +447477730033	Penicillin allergy; Spanish (B2/C1 level)
Rachel Rutishauser	628-206-5414	Rutishauser Lab	917-561-0999	Naomi Kanakia 202-841-0265 Tom Rutishauser 917-862-9281	CPR
Angel Ruvalcaba		Suliman Lab	925-665-4142	Stacey Rubalcava 925-639-0725 Alvaro Ruvalcaba 925-383-2149	Spanish
Dylan Ryder	628-206-4981	Henrich Lab	619-248-8540	Cheryl Ryder 619-804-5242 Michael Ryder 619-886-1893	
Talia Sainz Costa	628-206-8152	Hunt Lab	559-884-5216 +34 606202249	Sergio Serrano 309-879-4549 +34 626833334 Steven Deeks 415-606-4082	CRP certification, Spanish, English, French, Italian, Portuguese and German
Nina Serwas	628-206-8113	Ernst Lab	628-224-3426	Daniel Serwas 628-224-2372 Agnes Prengemann 0049519352720	Language: German
Dexter Shen		Suliman Lab	415-8025718	Nina Maruyama 415-706-0612 William Shen 415-731-6096	Chinese
Michiko Shimoda	628-206-5232	CIL	706-877-4635	Pandekakis Koni 706-284-4112 Andreas Koni 706-414-5027	Japanese
Sara Suliman	857-361-8974	Suliman Lab	857-361-8974	Salma Suliman 650-426-8378 Layla Elhassan +1-2269784443	Speak Arabic
Saki Takahashi	628-206-8421	Greenhouse Lab	925-330-8603	Wei Hao 571-426-8853 Hiroko Takahashi 650-326-1135	
Cassandra Thanh	628-206-4981	Henrich Lab	909-465-3371	Harrison Wang 408-931-2267 Loni Ly 714-471-3657	
Anthony Tran	628-206-8113	Ernst Lab	408-910-0243	Vivian Nguyen 408-685-4163 Men Tran 408-507-6925	
Justin Vang-Moore	628-206-8106	DEM Administration	415-920-3206	Chi Vang-Moore 209-535-1630 Lisa Moore 828-446-9856	
Estefania Vargas Alejandre	628-206-5232	CIL	760-975-2407 760-432-9367	Leonel Vargas 760-807-0585 442-248-8242 Patricia Vargas 760-525-1165	Fluent in Spanish
Joshua Vasquez	628-206-5431	Hunt Lab	415-317-5327	Solen Sanli Vasquez 415-317-5328 John Vasquez 913-669-2222	CPR, BLS, ALS, Spanish
Joanna Vinden	628-206-8421	Greenhouse Lab	4153172263	Alyson Lund 415-518-8866 Leslie Scott 519-630-9676 519-630-8677	French
Rima Vyas	628-206-4981	Henrich Lab	510-474-2173	Hemali Vyas 510-299-8618 Pranav Vyas 510-366-8254	
Louise Wagensonner	628-206-8152	Hunt Lab	415-374-9051	Eric Wagensonner 650-452-2118 Patricia Swainson +44-1633-244774	Speaks French
Yen (Alice) Wang	628-206-3914	Rutishauser Lab	415-860-8564	Neil Dunavin 628-224-7263 Eric Wang +886 912-277-176	Penicillin
Ingrid Wiggers	628-206-8113	Ernst Lab	+4551186427	Henrik Wiggers +4522753202 Helene Nørrelund +4522753201	
Vanessa York	628-206-8096	Hunt Lab	650-255-6933	Lawanda York 650-992-4690 650-922-3915 Ronald York 650-992-4690 650-922-5716	
Lily Zemelko	628-206-3914	Rutishauser Lab	603-818-0455	Victoria Zemelko 603-339-8149	CPR and first

				Najim Bellila 725-261-7762	aid certified
Beth Shoshana Zha	628-206-8113	Ernst Lab	540-454-2779	Weibin Zha 540-454-5432 Maggie Pecora 541-335-1776	CPR/ACLS
Weihao Zheng	628-206-8113	Ernst Lab	415-359-3250	Xiaodan Cai 628-264-5786	

Back-Up Plans if the Elevator is Inoperable and we need Liquid Nitrogen

Liquid Nitrogen Transport Up the Stairs

Clean Harbors

Following proposed procedure:

- A total of 7 Clean Harbors personnel will be needed for the job.
- The lab will fill the dewars with liquid nitrogen on the 3rd floor.
- Clean Harbors will carry the dewars up the stairs from the 3rd floor to the upper floors.
- Since you previously suggested you may need two people to carry one dewar up the stairs at a time, they are proposing having 3 teams of 2 to carry the dewars and one additional technician to pour the liquid nitrogen into the freezer. Each dewar weighs approximately 20-30 pounds.
- The transport teams will return an empty dewar back to the fill point and pick up a full dewar that will already be filled by the lab to carry back up the stairs.
- The Clean Harbors person stationed at the cryofreezers for pouring the liquid nitrogen into the freezer will hopefully be continuously pouring liquid nitrogen into the freezer as the transport teams bring more liquid nitrogen up.
- Before a Clean Harbors technician pours liquid nitrogen into the cryofreezer, someone from the lab will open the cryofreezer port, adjust the turntable and remove a rack of samples so the liquid nitrogen can be safely poured into the freezer.
- The lab can provide cryogloves if needed for the Clean Harbors person pouring liquid nitrogen. This person should probably be wearing long sleeves (coveralls), face shield, and cryogloves (the cryogloves can be provided by the lab if needed).
- The lab estimates around 80 total trips will be required to fill their 15-16 cryofreezers.
- See attached quote

Brooks Scientific

- **Willingness.** Brooks is willing to assist UCSF with emergency biospecimen storage by sending a truck with some combination of LN2 and -80C ULT freezers to UCSF to temporarily store biospecimens that are at risk of loss.
- **Capabilities.** Brooks has trucks equipped for cold storage in Torrance, CA (Los Angeles County). These trucks can house up to 6 large vapor-phase liquid nitrogen freezers, or 7 -80C ULT freezers, or some combination of both types of freezer. Brooks' trucks have diesel generator back up power. Brooks' trucks can remain on site until labs restore their cold storage capabilities (this is the service they performed for labs on the East Coast in response to hurricane Sandy).
- **Reaction time.** Under normal circumstances Brooks believes that it can have a truck arrive at UCSF within 24 to 36 hours of being notified.



Clean Harbors Environmental Services, Inc.
4101 Industrial Way
Benicia, CA 94510
www.cleanharbors.com

March 30, 2021

Attn: Mr. Tim Orozco
University of California-San Francisco
50 Medical Center Way
EHS
San Francisco, CA 94143

Quote #3716331, UCSF/San Francisco General Hospital Facility, San Francisco, CA

Dear Mr. Orozco:

Thank you for considering Clean Harbors Environmental Services, Inc. for your environmental service needs. We provide a broad range of environmental services including hazardous and non-hazardous waste transportation and disposal, laboratory chemical packing, emergency response, field services and industrial maintenance. We are pleased to provide this proposal based on the scope of work outlined below.

We offer our clients a broad spectrum of environmental services and the ability to dispose of hazardous material at or through a Clean Harbors' owned and operated facility. In addition to managing your waste streams, a Clean Harbors' professional can assist you with:

- Waste Transportation & Disposal
- Laboratory Chemical Packing
- Field Services
- 24-Hour Environmental Emergency Response
- Industrial Services
- InSite Services

I look forward to servicing your environmental needs. When you are ready to place an order, please contact our Customer Service group at 800.444.4244. If you have any questions or need further assistance, you may reach me at the number below.

Sincerely,

Brandon L Dennison
Field Service Specialist
Phone: 707.747.6699
dennison.brandon@cleanharbors.com



March 30, 2021
Clean Harbors Quote #3716331

Page 2 of 5

QUOTE CONDITIONS

The proposal is based on the following assumptions and site conditions. Any work which falls outside of the assumptions will constitute work beyond the intended scope and be completed upon mutually satisfactory terms.

Clean Harbors is pleased to provide the following Estimate associated with the movement of Dewars filled with Nitrogen to the upper floor labs as requested.

- A total of 7 Clean Harbors personnel will be needed for the job.
- The lab will fill the dewars with liquid nitrogen on the 3rd floor.
- Clean Harbors will carry the dewars up the stairs from the 3rd floor to the upper floors.
- Since you previously suggested you may need two people to carry one dewar up the stairs at a time, they are proposing having 3 teams of 2 to carry the dewars and one additional technician to pour the liquid nitrogen into the freezer. Each dewar weighs approximately 20-30 pounds.
- The transport teams will return an empty dewar back to the fill point and pick up a full dewar that will already be filled by the lab to carry back up the stairs.
- The Clean Harbors person stationed at the cryofreezers for pouring the liquid nitrogen into the freezer will hopefully be continuously pouring liquid nitrogen into the freezer as the transport teams bring more liquid nitrogen up.
- Before a Clean Harbors technician pours liquid nitrogen into the cryofreezer, someone from the lab will open the cryofreezer port, adjust the turntable and remove a rack of samples so the liquid nitrogen can be safely poured into the freezer.
- The lab can provide cryogloves if needed for the Clean Harbors person pouring liquid nitrogen. This person should probably be wearing long sleeves (coveralls), face shield, and cryogloves (the cryogloves can be provided by the lab if needed).
- The lab estimates around 80 total trips will be required to fill their 15-16 cryofreezers.

Cryogloves will be provided onsite if needed for the Clean Harbors person pouring liquid nitrogen.

Quoted amount is an Estimate only and will be billed actual Labor, Equipment and Material utilized to complete this project portal to portal.



March 30, 2021
Clean Harbors Quote #3716331

Page 3 of 5

LIQUID NITROGEN TRANSPORT AT ZSFG

Amount	Description	Qty/UOM	Days	Unit Price	Extended Total
6	Field Technician	8 hour	1	\$55.83	\$2,679.84
6	Field Technician Overtime	1 hour	1	\$83.75	\$502.50
1	Supervisor	8 hour	1	\$93.41	\$747.28
1	Supervisor, Overtime	1 hour	1	\$140.12	\$140.12
3	Pickup/Van/Car/Crew Cab	9 hour	1	\$18.25	\$492.75
7	Gloves - Leather	1 pair	n/a	\$8.59	\$60.13
				Total	\$4,622.62

TOTAL ESTIMATE	\$4,622.62
Estimated CARRAA Fee	\$92.45
Estimated total, including Fees	\$4,715.07

GENERAL CONDITIONS

- Except where superseded by an existing services agreement the following terms and conditions apply to this quoted business.
- The customer hereby acknowledges that the estimated cost is based upon a preliminary appraisal by a Clean Harbors Representative, and that the amount invoiced by Clean Harbors will be based upon labor and materials actually expended in performing the scope of work. Any changes in the scope will be billed on a time and materials basis.
- Clean Harbors guarantees to hold these prices firm for 60 days.
- Terms: Net 30 Days
- For work to begin we ask that you acknowledge the quotation with a signature and provide the appropriate purchase order number. Where modifications to the scope of services become necessary, Clean Harbors will notify the customer promptly and obtain customer authorization for such modifications and a revised contract price will be established in order to finish the project.
- This proposal is contingent on the customer providing full and complete access to the site. Customer represents and warrants to Clean Harbors that the customer has the legal right, title and interest necessary to provide access to the site. In addition, customer warrants that it has supplied Clean Harbors complete and accurate information regarding the site, subsurface conditions, utility locations, site ownership, hazardous materials or wastes and other substances or hazards likely to be present and any other reports, documentation or information concerning the scope of work.
- Interest will be charged at 1.5% per month or the maximum allowed by law for all past due amounts.



March 30, 2021
Clean Harbors Quote #3716331

Page 4 of 5

GENERAL CONDITIONS

- Disposal will be managed within the Clean Harbors Network of Approved Facilities.
- Local, state and federal fees/taxes applying to the generating location/receiving facilities are not included in disposal pricing and will be added to each invoice as applicable.
- Materials subject to additional charges if they do not conform to the listed specifications.
- Electronically submitted profiles will be approved at no charge. Paper profiles will be charged at \$75.00 each.
- Clean Harbors supports many invoice delivery options (E-mail, Electronic Invoicing, EDI, Etc.). Pricing is based on Clean Harbors' standard invoice delivery method of E-mail. If another delivery method is required there could be an additional service fee per invoice. Any alternate delivery methods must be reviewed and approved by Clean Harbors prior to acceptance and implementation.
- A variable Recovery Fee (that fluctuates with the DOE national average diesel price), currently at 12.5%, is included in our quoted pricing. For more information regarding our recovery fee calculation please go to: www.cleanharbors.com/contact-us/customer-resources.
- Pickups that require same day or next day service may be subject to additional charges.
- Pickups cancelled within 72 hours of scheduling will be subject to cancellation charges.
- Transportation charges to the final disposal facility will be charged in addition to local transportation to our truck to truck hub/local facility and will vary with logistics and routing.
- Time over eight (8) hours in the normal workday and all day Saturday is considered overtime and will be billed at 1.5 times the applicable straight time rate for all billable personnel unless otherwise quoted. Sunday and Holidays are considered premium time and will be billed at 2.0 times the applicable straight time rate for all billable personnel unless otherwise quoted.
- This proposal is submitted contingent upon the right to negotiate mutually acceptable contract terms and conditions, which are reflective of the work contemplated, and an equitable distribution of the risks involved therein. In the event that such agreement cannot be reached, Clean Harbors reserves the right to decline to enter into such an agreement without prejudice or penalty.
- In the event that legal or other action is required to collect unpaid invoice balances, Customer agrees to pay all costs of collection, including reasonable attorneys' fees, and agrees to the jurisdiction of the Commonwealth of Massachusetts.
- The USEPA implemented the E-manifest system in June 2018 and charges the receiving TSDF a fee per manifest that is subject to change at USEPA's discretion. Clean Harbors currently charges \$20 per manifest to cover this cost on every invoice. This charge is subject to change if USEPA applies increased charges in the future.
- CARRAA: The additional excise and sales tax added to the price of diesel fuel at the pump under the California Road Repair and Accountability Act (CARRAA) of 2017 has increased the cost of providing waste management services in the State of California. To off-set this extra cost, Clean Harbors is implementing a 2.00% CARRAA Fee on every invoice for a California generator.
- Unless specifically noted, these rates are not valid where Prevailing Wages and / or certified payroll apply. Any Prevailing Wage rates will be quoted on a case-by-case basis.
- Customer will be responsible for providing water on site. If not provided, additional charges will apply.



March 30, 2021
Clean Harbors Quote #3716331

Page 5 of 5

ACKNOWLEDGEMENT

Your signature below indicates your acceptance of the pricing and terms detailed in the quote above.
Thank you for the opportunity to be of service.

Signature

PO#

Date

Print Name

Quote # 3716331