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UPCOMING TRAINING

The following is a list of upcoming training for the new academic year.
 *Please refer to our website's training page for room numbers or call our office at 212.998.1450.

<http://www.nyu.edu/environmental.services/training.shtml>:

SEPTEMBER

- Sept. 24 – **Haz Waste for Laboratories**
Silver 405, 11:00 – 11:45
- Sept. 24 – **Lab Safety**
Silver 405, 12:00 – 1:00

OCTOBER

- Oct. 1 – **Safety in the Arts**
Barney 105, 1:00
- Oct. 29 – **Haz Waste for Facilities**
TBD*
- Oct. 29 – **Hazard Communication**
TBD*

JANUARY

- Jan. 28 – **Haz Waste for Laboratories**
TBD*
- Jan. 28 – **Lab Safety**
TBD*

FEBRUARY

- Feb. 25 – **Haz Waste for Facilities**
TBD*
- Feb. 25 – **Hazard Communication**
TBD*

MAY

- May 27 – **Haz Waste for Laboratories**
TBD*
- May 27 – **Lab Safety**
TBD*

JUNE

- June 24 – **Haz Waste for Facilities**
TBD*

IMPORTANT PHONE NUMBERS FOR WASHINGTON SQUARE

To help alleviate the possibility of confusion that new students/employees might have regarding disposal questions, below is a list of wastes and contact information.

- **Lab Glass** – call Building Manager or Help Desk (x81001). Please call this number for pickup and for new boxes.
- **Sharps** – call Building Manager or Help Desk (x81001). Please call this number for pickup and for new sharps containers.
- **Regulated Medical Waste (RMW) or “Red Bag Waste”** – call Building Manager or Help Desk (x81001). Please call this number for pickups and for new containers.
- **Hazardous Chemical Waste** – those within Main Complex – bring to Brown 1158 Waste Room on Wednesdays 2:15 -3:15 or Fridays 2:15-2:45. Those outside the Main Complex – call Environmental Services (x81438) for pickup.

For more information regarding policy or waste disposal please go to:
 FOR POLICIES: <http://www.nyu.edu/environmental.services/policies.shtml> or
 FOR “QUICK TIPS” DISPOSAL: <http://www.nyu.edu/environmental.services/quicktip.shtml>

FIRE ALARM POLICY

It is the policy of the University that when smoke or fire is discovered, the fire alarm must be sounded. Because of the potential for underestimating the seriousness of a fire condition, there are no exceptions to this policy. When the building fire alarm sounds, every Faculty member, Staff and Student is expected to evacuate. The fire alarm consists of the sounding of four rounds of a coded signal. There is no code to indicate if an alarm signifies a drill or a real fire; therefore, every alarm must be treated as a potentially serious fire.

- Should you come aware of a fire ***pull the nearest fire alarm***. Follow the instructions on the pull station. The alarm is automatically transmitted to the Fire Department.
- ***Call Public Safety - from a safe location.*** Public Safety can be reached at extension 8-2222 (Washington Square), 8-9828 (Dental), 772-5808 (IFA). Public Safety personnel should be notified of the location of the smoke or fire condition, including the building, floor and/or room number and the name and telephone extension of the individual reporting the incident.
- Personnel at non-campus venues such as the Midtown Center shall rely on the respective building safety plan.
- Do not attempt to fight the fire alone.
- ***Evacuate*** upon hearing the alarm; Faculty members, Staff and Students must exit the building using the nearest exit. Follow the evacuation chart posted in every elevator lobby.
- If possible, close all doors and windows to prevent the spread of fire and smoke. Leave lights on.
- Never use an elevator. Loss of power will trap you inside.
- Once in the stairway, proceed down to the first floor and exit the building. Move away from the building, out of the way of firefighters and other emergency personnel.
- Do not attempt to re-enter the building for any reason, until you are authorized to do so.
- Should you be aware of a person with disabilities, let Public Safety or the Fire Department know the location of the person. Only the Fire Department will attempt to evacuate the person(s) requiring assistance.