



Environment, Health,
& Safety Manual

Subject: Safety Programs and Requirements:
**Emergency Response/Action Plan – Emergency Procedures
Steward Observatory**

Section: V

Date: 06/18/2008

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Department Name: Steward Observatory
Address: 933 N. Cherry Ave., Bldg. 65

Building Manager Information:

Name: Gabriel Coronado
Office No:
Mobile No: 304-6880
Fax:
Email: coronadg@email.arizona.edu

Building Manager Information:

Name: Mark Buglewicz
Office No: 621-6536
Mobile No: 954-0714
Fax No: 621-0103
Email: mbug@as.arizona.edu

Emergency Assembly Location:

Use the nearest safe stairs and proceed to the nearest exit. Proceed to the designated Department Emergency Assembly Location.



Departmental Emergency Staff:

The following employees should make themselves available to the Building Manager to explain the following critical operations: These employees should report to the EAL (Emergency Assembly Location) and report to the Building Manager, who can then coordinate with the first responders.

<u>5th Floor</u>	
Department:	LSST
Responsible:	Suzanne Jacoby
Mobile:	490-6683
Department:	LBT
Responsible:	Christian Veillet
Mobile:	349-4576

<u>4th Floor</u>	
Department:	MMT
Responsible:	Cory Knop
Mobile:	977-1843
Department:	CAAO
Responsible:	Tom McMahon
Work:	621-6916

<u>3rd Floor</u>	
Department:	ETS
Responsible:	Stuart Weinberger
Work:	621-1675

<u>Telescope / Modular / Annex</u>	
Sky Center	Alan Strauss
Work:	626-6488
Annex	Business Office
Responsible:	Tom Watson
Mobile:	307-0922

<u>2nd Floor</u>	
Department:	Admin/Classrooms
Responsible Person:	Michele Cournoyer
Department:	Infrared (IR)
Responsible:	Lee Tinnin
Work:	621-2727
Department:	Director's Office
Responsible:	Erica Ortiz
Work:	621-6524

<u>1st Floor</u>	
Department:	Machine Shop
Responsible:	Mario Rascon
Work:	621-4172
Department:	ARO
Responsible:	Bill Hale
Mobile:	349-6698