

STRUCTURAL FAILURE OR SHELVING COLLAPSE

Although not commonly catastrophic, shelving collapses and structural failures are regular occurrences in libraries.

Shelving Collapse

1. Assess the situation:
 - a. Inspect the area for injured or trapped people.
 - b. Call **9-911** if there are injuries. (See Medical Emergencies).
2. Call the University Librarian's Office (3-0790) during the day and campus police at night (9-911). Inform them of the extent of the damage, number of injured, who has been notified, etc.... They will contact facilities personnel and collections staff to assist with clean-up.
3. Secure the area to prevent unauthorized personnel from entering the area.
4. Begin recovery efforts as outlined in the Library's *Disaster Response and Security Manual*.

Structural Failure

1. In the event of a major structural failure (walls, sink-holes, etc...), call **9-911** immediately.
2. Assess the situation:
 - a. Carefully inspect the area for injured or trapped people. Beware of power lines, broken pipes, gas mains, etc...
3. Call the University Librarian's Office (3-0790) during the day and campus police at night (9-911). Inform them of the extent of the damage, number of injured, who has been notified, etc.... They will contact facilities personnel and collections staff to assist with clean-up.
4. Secure the area to prevent unauthorized people from entering the site.