POL-5750.08 ENTERING ELECTRICAL TRANSFORMER VAULTS

This policy applies to all Facilities Management employees and any other university personnel who may have cause to enter university electrical transformer vaults.

1. Electrical Transformer Vaults are Categorized into Two Types: Critical and Non-Critical.

Electrical transformer vaults are defined into two categories: critical and non-critical.

A. Critical vaults are those containing live wires or parts that would present a hazard to anyone coming into contact with them. The following buildings contain critical electrical transformer vaults:

- Art Tech/Fine Arts
- College Hall
- Edens North
- Humanities
- Mathes
- Miller Hall 1 & 2
- Nash Hall
- Performing Arts MR 1
- Physical Plant
- Snake Pit

B. Non-critical vaults are those that have totally enclosed transformers and switch gear. As such, they present no hazard to persons in the immediate area. These rooms will be accessible to all Facilities Management (FM) personnel having a need to enter. The buildings that contain the non-critical electrical vaults are:

- Arntzen Hall
- Biology Building
- Bond Hall
- Buchanan Towers
- Campus Services
- Carver Gym
- Chemistry Building
- Commissary
- Communications Facility
- Edens Hall South
- Engineering Tech
- Environmental Studies
- Fairhaven Academic
- Haggard Hall
- Higginson Hall
- Old Main
- Shannon Point Marine Center
- SMATE
Non-critical vaults continued:

Steam Plant  Viking Union Complex
Student Rec Center  Wilson Library
Viking Commons

2. **Access to Critical Electrical Transformer Vaults is Limited to Authorized Personnel.**

The only FM personnel allowed to carry keys for authorized access into critical electrical vaults, due to the hazards of the electrical vaults/rooms, are: the electrical supervisor, all electricians, and electrical engineers.