

POLICY

Effective Date: 01/06/06

Approved By: Director of Facilities Management

Cancels: 96-12

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	Miller Hall 1 & 2
College Hall	Nash Hall
Edens North	Performing Arts MR 1
Humanities	Physical Plant
Mathes	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	Edens Hall South
Biology Building	Engineering Tech
Bond Hall	Environmental Studies
Buchanan Towers	Fairhaven Academic
Campus Services	Haggard Hall
Carver Gym	Higginson Hall
Chemistry Building	Old Main
Commissary	Shannon Point Marine Center
Communications Facility	SMATE

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Non-critical vaults continued:

Steam Plant
Student Rec Center
Viking Commons

Viking Union Complex
Wilson Library

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.