EAPS SEMINARS
Tuesday, September 3, 4:00 pm, HAMP 2201
Dr. Jim McCalpin, AEG/GSA Jahns Lecture,
“Paleoseismology: Has It Reduced Seismic Hazards,
And If Not, How Do We Change Course?”

Thursday, September 5, 3:30 pm, HAMP 1252
Cecille Villanueva-Birriel, PhD Candidate, EAPS
“Microphysical Differences Within Deep Convective
Clouds Due to a Warmer Climate”

EAPS PUBLICATIONS
Ruggiero, D. and Harbor, J., 2013, Using writing
assignments with calibrated peer review to increase
engagement and improve learning in an undergraduate
environmental science course. *International Journal for the
Scholarship of Teaching and Learning* 7(2) p.1-13.

PRESENTATIONS
On August 27, Nat Lifton gave an invited Keynote talk at
the 2013 Goldschmidt Conference in Florence, Italy entitled
“Standing on Lal’s Shoulders: A Look Back and Ahead at In
Situ Cosmogenic Nuclide Production Rate Scaling.
Jon Harbor, Spatial and temporal patterns of
paleoglacialization across Central Asia. International
Association of Geomorphologists Conference, Paris,
France, August, 28th.

UPCOMING DEFENSES
PhD Defense—September 11, 2:00pm, 2201/HAMP
Zhangcai Qin – “Quantifying Crop Yield, Bioenergy
Production and Greenhouse Gas Emissions from
Cropland and Marginal Land Using a Model-Data
Fusion Approach”
Advisor: Qianlai Zhuang

ALUMNI NEWS
EAPS Alum Martin Doyle appointed Director of the water
policy program at Duke University
http://nicholasinstitute.duke.edu/articles/doyle-appointed-
nicholas-institute-water-policy-program-
director#.UhgRUBa9mBE

Martin Doyle completed his PhD in EAPS in 2002

EAPS NEWS
UPDATED EMERGENCY PLAN FOR HAMP
Attached is an updated emergency plan for HAMP. All
building occupants are required to become familiar with the
necessary procedures to take in order to stay safe in the
event of an emergency. Questions or comments may be
directed to Alan Holtman (aeholtman@purdue.edu) or
Stephanie Rainey (slrainey@purdue.edu).

RESEARCH SUPPORT SERVICES IN THE LIBRARIES

DID YOU KNOW? Purdue Libraries faculty can assist and
consult on data management planning for research and/or
other scholarly initiatives? Take advantage of their robust
knowledge and expertise!

Many funding agencies are now requiring data management
plans (DMPs) detailing how you will develop and share your
data. Purdue Libraries faculty are available to provide data
management planning consultations tailored to your
submission.

Resources:
- The [DMP Self-Assessment Questionnaire](#) provides
  a set of questions for researchers related to issues
  that should be address in DMPs.
- Sample data management plans, templates, and
  resources are available on the [Data Services
  LibGuide](#).
- The [DMPTool](#) is available for all faculty and helps to
  create a ready-to-use data management plan for
  specific funding agencies.
- Resources for research collaboration and
developing a data management plan are available
through the [Purdue University Research Repository
(PURR)](#). PURR allows you to collaborate on
research and publish datasets online. Each data
publication is assigned a unique Digital Object
Identifier (DOI) that can be used to reference the
data in journal and conference papers.

Key Faculty Contacts: For more information, contact:
Megan Sapp Nelson [msn@purdue.edu](mailto:msn@purdue.edu)
**STUDENT’S RESEARCH PROMOTES SUSTAINABLE AGRICULTURE IN GUATEMALA**


**SUMMER 2013 EUROPEAN STUDY ABROAD**

This past summer, Prof. Jon Harbor and Prof. James Ogg designed a course to provide students with the experience of both diverse geological study and cultural significance. The class went to Sweden, Norway, and Italy. The attached flyer, written by undergraduate student Austin McGlannan and graduate student Zachary Umperovitch with photos provided by Austin and Steven Smith highlights portions of the trip.

**OIL COMPANY INTERVIEWS**

**CHEVRON**

September 18-19

If interested in obtaining an interview slot, please send your resume, transcripts (both undergraduate and graduate), and a cover letter to Michele Gutenkunst (michtenkunst@chevron.com) by September 6th. Chevron will hold an Information Session on September 18th at 6:00pm in HAMP 2201. (See attached flyer for additional information.)

**EXXONMOBIL**

October 1-2

If interested in obtaining an interview slot, please fill out an online application and post a copy of your resume and transcripts on their website by September 23. The ExxonMobil website is [www.exxonmobil.com/apply](http://www.exxonmobil.com/apply). Also, see Kathy Kincade (HAMP 2169D) to sign up for an interview timeslot. Lisa Ryan, Recruiter for ExxonMobil will also hold a pre-interview presentation of September 30 at 5:00pm in Room 2201/HAMP. See attached flyer for additional information.

**DeGRASSE STUDENT LECTURE**

Dr. Neil deGrasse Tyson, world-renowned astrophysicist, will give a general lecture at 7:00pm in Elliott Hall of Music on September 19. Dr. Tyson will also be available for an informal Q&A with undergraduate and graduate students from 2:30-3:30pm IN LWSN 1142. Space is limited for this Q&A so you are asked to register online at [https://purdue.qualtrics.com/SE/?SID=SV_9WyiETH0N6i68hkF](https://purdue.qualtrics.com/SE/?SID=SV_9WyiETH0N6i68hkF) by September 11. Additional information about Dr. Tyson’s lecture is available at [http://www.convocations.org/portfolio/dr-neil-degrasse-tyson-9-19-13/](http://www.convocations.org/portfolio/dr-neil-degrasse-tyson-9-19-13/).

**STUDY ABROAD GRANT PROGRAM**

I am pleased to announce the Fall 2013 grant competition for development of study abroad programs for the West Lafayette campus. Through resources provided by the Office of the President to increase study abroad participation, this program will provide awards to individual faculty members, groups of interdisciplinary faculty or academic units as a whole. These funds are for the support and development of study abroad programs as well as support of ongoing and new faculty-led programs.

Like last year’s SAIL competition, awards up to $7,000 with a $2,000 department/college match are available in the form of program support subsidy or direct student subsidies to enhance study abroad programs. Up to $3,000 with $1,000 college or departmental match will be available to develop new strategic faculty-led programs or to train new faculty members to lead existing programs. A resulting new faculty-led program may also be eligible for the $7,000 award. Finally, funding beyond the typical $7,000 limit will be considered for strategic semester student exchange programs that include creative plans to increase student participation. The College will provide a $1,000 matching contribution for any such proposal.

In addition to the Study Abroad Office, Laura Starr (lstarr@purdue.edu) will be happy to assist you to develop the proposal. Proposals should not exceed three pages and must be submitted via e-mail to Dennis Minchella (dennism@purdue.edu) and Laura Starr (lstarr@purdue.edu) on or before 5:00 pm on Friday, September 13, 2013.

A proposal should include:
- A description of the program or courses being proposed and where it fits in the curriculum. For semester exchange, identification of the semester (e.g. second semester junior year) must be included. For short-term faculty-led programs, the proposal should include an explanation of how participation will lead toward degree completion.
- An explanation of how this program or courses fits into a departmental strategic plan for internationalization.
- An outline and timeline of the activities to be undertaken under the grant, together with the names of the faculty members responsible for these activities.
- A projection of the number and type of students who will participate in the program.
- Written support (including amount of matching funds) from head of department/unit.
- A budget and budget narrative outlining program expenses.

**ENVISION CENTER TOUR**

A Sept. 17 open house and tour of ITaP’s Envision Center is aimed at faculty, graduate students and research staff who may want to visualize, animate or employ virtual reality in their research, or for teaching purposes. More information: [www.itap.purdue.edu/newsroom/news/130821_envisioncenter_2013openhouse.html](http://www.itap.purdue.edu/newsroom/news/130821_envisioncenter_2013openhouse.html).
CAMPUS NEWS

TOUR OF NEW HIGH-TECH HOME FOR PURDUE SUPERCOMPUTER CARTER
Faculty and staff will have two opportunities in September to tour the new high-tech home of Purdue’s powerful Carter supercomputer, a portable, self-contained, modular computer center. ITaP will conduct tours of the POD from 3:30-4:30pm on Tuesday, September 10 and 1:30-2:30pm on Friday, September 20. Those taking the tour will meet in the main lobby of Freehafer Hall. To register, email email Shirley Skeel, sskeel@purdue.edu. For complete story, see http://www.itap.purdue.edu/newsroom/news/130819_comm
unityclusters_podtours.html

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MID-TERM GRADING
A reminder of an updated University Regulation approved last April by the University Senate. Note that this has not yet been updated on the web.

Between the beginning of the fifth week and the end of the seventh week, all students enrolled in 10000-29999 level and those approved for foundational courses shall be provided graded feedback by their faculty. These grades will not become part of the permanent record. Please note that releasing grades for students to view privately and securely through Blackboard’s grade center is a recommended way to comply with this policy. Please contact ttl-consulting@purdue.edu for assistance.

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FACULTY SEARCH AND SCREEN
PROCEDURES WORKSHOPS
ADVANCE Search Committee Workshop on Faculty Hiring
Note: This workshop is now required (to be taken once every 5 years) if a faculty member plans to Chair a Search Committee.
Sept. 16, 8 a.m.-noon. Purdue Memorial Union, West Faculty Lounge
Oct. 10, 8 a.m.-noon. Purdue Memorial Union, West Faculty Lounge
This workshop provides an interactive opportunity to explore and discuss search strategies and challenges. It is research-based and includes important information on unintentional bias. The workshop is conducted in a roundtable format that offers opportunity for an in-depth discussion of faculty search best practices with other faculty members across campus, including how to build a robust and diverse candidate pool. Continental breakfast provided. For questions, contact Barb Clark at BarbClark@purdue.edu or 49-41765.

The Office of Institutional Equity is committed to making all programs accessible to participants with disabilities. If you require an accommodation or assistance due to a disability for this program, contact the Office of Institutional Equity before the program begins at 49-47253, 49-61343 (TTY), or oie@purdue.edu.

A NEW ENERGY FUTURE
There is an upcoming conference at Purdue, “A New Energy Future” that may be of interest to students. The conference will be in Loeb Hall on the afternoon of Friday, Sept. 13, 2013.

Together, the new Purdue Institute for Civic Communication (PICC), Bloomberg View (the opinion and analytical platform of Bloomberg News), and C-SPAN will present a series of forums on the issue of energy. The conference will start at 1:30 pm and wrap up at 6 pm. “A New Energy Future” will address questions including: What are future needs for fossil fuels, and can or should they be eliminated and replaced? Can we rely on renewables? Do practical solutions exist to reduce carbon emissions? How does natural gas change the equation? Is energy independence within reach?

Bloomberg View is inviting speakers from its talent line-up of writers and analysts, as well as representatives from Bloomberg New Energy Finance, which provides news and analytical tools to the energy sector. Brian Lamb is expected to interview a CEO of a major corporation on energy use. The forum will feature several Purdue faculty, including Jim Braun, Maureen McCann, and Wally Tyner in a panel.

Program details will be available soon.

The format will encourage student Q&A. Please contact the PICC Executive Director, Ambassador Carolyn Curiel, at curiel@purdue.edu, or her student assistant, Alison Gayer, agayer@purdue.edu, with any questions.

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ALFRED P. SLOAN FOUNDATION RESEARCH FELLOWSHIPS
These fellowships seek to stimulate fundamental research by early-career scientists and scholars of outstanding promise. Candidates must hold a Ph.D. (or equivalent) in chemistry, computational or evolutionary molecular biology, computer science, economics, mathematics, neuroscience, ocean sciences (including marine biology), physics, or a related field. Candidates must hold a tenure track (or equivalent) position and be no more than six years from completion of their most recent Ph.D. No more than three candidates from a department may be nominated. Please contact your Department Head ASAP to coordinate submission. Deadline: September 16.

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TIPS FOR COLLEGE LETTERS OF RECOMMENDATION
An online writing resource can help teachers, guidance counselors, and volunteer supervisors with tips on how to write college letters of recommendation. Dozens of tips on format and approach are available at Purdue’s Online Writing lab, which is known as OWL: http://owl.english.purdue.edu/owl/section/3/52/. See complete story at http://www.purdue.edu/newsroom/releases/2013/Q3/to-whom-it-may-concern-tips-for-college-letters-of-recommendations.html
A Note from Our Academic Counselor

This Week

Study Abroad Fair
Wednesday, Sept 4, 2013 (10:00 am to 3:30 pm) at Memorial Mall for the annual campus-wide Study Abroad Fair. All approved programs will be represented, and you can visit with study abroad staff, program representatives, and recent student travelers to learn about study opportunities. Live music and giveaways will be on hand. More information: http://www.studyabroad.purdue.edu

Student Success Workshop
Wednesday, Sept. 4, Rm. 318 STEW, 4:30-5:30. “Acing Your Exams.” What and how to study for exams; free and open to all students.

Society of Asian Scientists and Engineers Callout
Thursday, Sept. 5 or Tuesday, Sept. 10 in ARMS Rm. B071, 6:30 p.m. Free pizza and drinks. Open to all students of all majors and ethnic backgrounds. Mentorship program, workshops, and other professional development opportunities for members.

Dance
On Saturday, Sept. 7, Global Dialogues is hosting a Multicultural Dance event for College of Science students. The event will take place from 7-10 p.m. at St. Toms (St. Thomas Aquinas Parish is on State St across from Stewart Center -STEW) and will include dance performances (some participatory!), snacks, and prize drawings. Open to all CoS students especially first-year students.

Academic Assistance

Free Tutoring
COSINE (College of Science Instructional Nightly Enrichment) is a FREE tutoring program to help students succeed in first year science courses (BIOL, MATH, CHEM). COSINE offers evening tutoring in two residence halls. The goal is to help you develop problem-solving skills needed to do your homework. Please visit one of the locations for assistance.

COSINE at Harrison Hall
C10 Conference Room
Monday: 7-10 pm
Wednesday: 7-10 pm

COSINE at Owen Hall
Collaboration Room
Tuesday: 7-10 pm
Thursday: 7-10 pm

Be certain to take your textbook and class notes to tutoring sessions.
**WISP Tutoring**

**Location:** Earhart Conference Room (located on the main floor by the vending machines)

**When:** Sunday - Thursday from 7-10 PM
(Mondays they are in the “Small Conference Room” across the hall)

**Bring:** book, calculator, homework, class notes, etc.

**No appointment needed:** Just drop in and one of the tutors will be glad to help. Free homework and study help provided for math and science courses.

**Tutoring stops around school holidays:** Check the website for changes to the schedule

http://www.science.purdue.edu/wisp/tutoring/schedule.html

The place to find all the Academic Resources on campus:

http://www.purdue.edu/studentsuccess/academic/tutoring.html

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**September Birthdays**

Katie Levitt – September 2

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**IMPORTANT NOTICE ABOUT THIS NEWSLETTER**

This newsletter is used as the primary information source for current and upcoming events, announcements, awards, grant opportunities, and other happenings in our department and around campus. Active links to additional information will be provided as needed. Individual email announcements will no longer be sent unless the content is time-sensitive. We will continue to include our publications, presentations and other recent news items as well. Those using paper copies of the newsletter should go to our newsletter archive on the EAPS website at www.purdue.edu/eas/ and Click on News to access active links as needed. Material for inclusion in the newsletter should be submitted to Wanitta Thompson (thompsow@purdue.edu) by Friday noon of each week for inclusion in the Monday issue.

If it is in the newsletter, we assume you know about it and no other reminders are needed. For answers to common technology questions and the latest updates from the EAPS Technology Support staff, please visit http://www.purdue.edu/eas/info_tech/index.php.

Also, as an additional resource for information about departmental events, seminars, deadlines, etc., see our departmental calendar at http://calendar.science.purdue.edu/eas/seminars.
This course was designed to provide students with the experience of both diverse geological study and cultural significance. The first two weeks of the course involved joint field studies on glacial geomorphology in Sweden and Norway with the University of Stockholm. The second portion focused on the depositional environments and tectonics of the Southern Alps, northern Italy Dolomites region.

A. University of Stockholm and Purdue students and faculty in front of glacial Lake Grövelsjön. Study of glacial sedimentology and glacial lake processes.

B. Study of active glacial processes at Nigardsbreen glacier in Norway, arm of Jostedalsbreen, the largest glacier in Europe.

C. Purdue students, Dr. Ogg, and our Italian liaison: Marco Franceschi. Group photo taken at Latemar Mountain near Predazzo, Italy. Here we studied Triassic carbonate platform development.

D. Photo taken at Cinque Torre, Italy. Panoramic interpretation showing depositional geometries of late Triassic carbonate environments.
Full Time Job Description – Earth Science
Geologists / Geophysicists

Chevron Corporation is one of the world’s leading integrated energy companies with subsidiaries that conduct business across the globe. The company’s success is driven by the ingenuity and commitment of approximately 62,000 employees who operate across the energy spectrum. Chevron explores for, produces and transports crude oil and natural gas; refines, markets and distributes transportation fuels and other energy products and services; manufactures and sells petrochemical products; generates power and produces geothermal energy; and develops and commercializes the energy resources of the future, including biofuels and other renewables. Chevron is based in San Ramon, California.

Chevron is accepting online applications for the position of entry-level Geologists and Geophysicists located in:
- Bakersfield, California
- Covington, Louisiana
- Lafayette, Louisiana
- Houston, Texas
- Midland, Texas
- Moon Township, Pennsylvania

Geologists and Geophysicists within Chevron are part of multi-disciplinary teams which vary in make-up but can include reservoir engineering, production engineering, simulation engineering, facility engineering and well engineering operations functions. These positions will provide technical geological or geophysical support and risk assessment for prospect generation, reserves recovery and major capital projects.

For most recent graduates, Chevron has a competency-based employee development program that includes two to three technical assignments in the first 5 years of your career supported by strong technical mentoring and comprehensive technical training. Mobility is encouraged as there are many opportunities for Chevron geologists and geophysicists to work in a variety of assignments at different locations, both domestic and international.

Responsibilities for this position may include but are not limited to:

Geologic Skills: Successful geology candidates must be familiar with development geology work processes and have the ability to integrate seismic, well, and production data to evaluate reservoirs. Reservoir Management skills such as reservoir mapping, modeling and characterization must be demonstrated. The successful candidate also needs to be adept at volumetric, reserve and risk assessments. Formation evaluation and planning for and managing reservoir surveillance programs or new well, sidetrack and work over planning could also be expected job functions.

Geophysical Skills: Successful geophysical candidates must be familiar with geophysical tools (velocity, amplitudes, AVO modeling, rock physics, seismic processing, etc.) to assist earth scientists and engineers in prospect generation and reserves recovery. The candidate must keep abreast of new and emerging technologies, maintain close ties with geophysical vendors and intra-company technology networks and leverage when appropriate.

Required Qualifications:
- Students completing the last year of the requirements for their Masters or Doctorate program in geology, geophysics, geological engineering or related fields or individuals with a Masters or Doctorate degree in geology, geophysics, geological engineering or related fields with less than 2 years of directly related work experience.
- GPA – 3.0 or above
- Strong academic performance in core programs, communication, leadership, teamwork and problem-solving skills.

Preferred Qualifications:
- Masters or Doctorate students with specialties in the fields of geophysics, seismic data acquisition and processing, seismic velocity modeling, reservoir properties from seismic, carbonate and clastic stratigraphy and petrography, structural geology, field mapping, depositional systems, petrophysics and well log technologies, geochemistry, and basin, geostatistical and fluid flow modeling. These skill sets are needed for our Chevron Energy Technology Company.

Relocation Options:
Relocation may be considered within Chevron parameters.

Additional Application Instructions:
Please submit your resume and unofficial Transcript(s) for review.

EOE M/F/D/V
Chevron Corporation is one of the world’s leading integrated energy companies with subsidiaries that conduct business across the globe. The company’s success is driven by the ingenuity and commitment of approximately 62,000 employees who operate across the energy spectrum. Chevron explores for, produces and transports crude oil and natural gas; refines, markets and distributes transportation fuels and other energy products and services; manufactures and sells petrochemical products; generates power and produces geothermal energy; and develops and commercializes the energy resources of the future, including biofuels and other renewables. Chevron is based in San Ramon, California.

Chevron is accepting online applications for the position of Geologist and Geophysicist Interns located in:
- Bakersfield, California
- Covington, Louisiana
- Lafayette, Louisiana
- Houston, Texas
- Midland, Texas
- Moon Township, Pennsylvania

Geologists and Geophysicists within Chevron are part of multi-disciplinary teams which vary in make-up but can include reservoir engineering, production engineering, simulation engineering, facility engineering and well engineering operations functions. These positions will provide technical geological or geophysical support and risk assessment for prospect generation, reserves recovery and major capital projects. Mobility is encouraged as there are many opportunities for Chevron geologists and geophysicists to work in a variety of assignments at different locations, both domestic and international.

Responsibilities for this position may include but are not limited to:

**Geologic Skills:** Successful geology candidates must be familiar with development geology work processes and have the ability to integrate seismic, well, and production data to evaluate reservoirs. Reservoir Management skills such as reservoir mapping, modeling and characterization must be demonstrated. The successful candidate also needs to be adept at volumetric, reserve and risk assessments. Formation evaluation and planning for and managing reservoir surveillance programs or new well, sidetrack and work over planning could also be expected job functions.

**Geophysical Skills:** Successful geophysical candidates must be familiar with geophysical tools (velocity, amplitudes, AVO modeling, rock physics, seismic processing, etc.) to assist earth scientists and engineers in prospect generation and reserves recovery. The candidate must keep abreast of new and emerging technologies, maintain close ties with geophysical vendors and intra-company technology networks and leverage when appropriate.

**Required Qualifications:**
- Students pursuing their Masters or Doctorate degree in geology, geophysics, geological engineering or related fields.
- Strong academic performance in core programs, communication, leadership, teamwork and problem-solving skills.
- GPA – 3.0 or above

**Preferred Qualifications:**
- Masters or Doctorate students with specialties in the fields of geophysics, seismic data acquisition and processing, seismic velocity modeling, reservoir properties from seismic, carbonate and clastic stratigraphy and petrography, structural geology, field mapping, depositional systems, petrophysics and well log technologies, geochemistry, and basin, geostatistical and fluid flow modeling.

**Relocation Options:**
Relocation may be considered within Chevron parameters.

**Additional Application Instructions:**
Please submit your resume and unofficial Transcript(s) for review.

EOE M/F/D/V
Chevron Earth Science Campus Recruiting – Purdue University

Information Session – September 18th, 2013 @ 6:00 pm  Room HAMP 2201

Interviews – September 18th & 19th

If interested in obtaining an interview slot, please send your resume, transcripts (both undergraduate and graduate), and a cover letter to Michele Gutenkunst (mgutenkunst@chevron.com) by September 6th. Invitations for an interview will be sent via email on September 11th. Please refer to the job descriptions or http://careers.chevron.com for more information and qualifications.

At Chevron, you’ll join a team with the technology to take on big challenges, the integrity to do it responsibly, and the drive to keep the world moving forward. Are you up to the job?
Applicants are required to fill out an online application and post a copy of their resume on our website one week prior to interviewing with our campus recruiter. **We do not accept hard copy applications.** Copies of transcripts should also be posted on the website or brought to the interview. At this stage of the process, “unofficial” school versions of transcripts will be accepted as attachments to the online submittal. The ExxonMobil website is [www.exxonmobil.com/apply](http://www.exxonmobil.com/apply).

The recruiters will conduct a pre-interview presentation on September 30. The time and location of the orientation will be designated by the Department.

**Candidates for Regular Employment:**

For those interested in careers in Exploration, Development and/or Production, we will be interviewing outstanding students receiving a BS, MS or a PhD in Geology or Geophysics. ExxonMobil is interested in finding outstanding candidates who have a strong fundamental background in the earth sciences, physical sciences, and mathematics. We have excellent proprietary capabilities in teaching petroleum science and technology, and therefore do not require new geoscientists to have any prior petroleum course work or experience. There is, however, a requirement for demonstrated leadership, business awareness, adaptability, teamwork, excellent communication skills in English, and a commitment to high safety and ethical standards. The company regards its global and long-term approach to hiring and career development as the foundation of its future success as a company, and as a source of great opportunity for geoscientists who want to grow their skills and capabilities for a long-term career.

For those interested in a career in Research, we will be interviewing outstanding students receiving a MS or PhD in Geology or Geophysics. Fundamental and applied research opportunities exist for applicants in three general areas:

- Hydrocarbon systems research includes, geochemistry, basin evolution, structural dynamics, petrophysics and geomechanics
- Reservoir performance prediction research includes controls on flow in clastic and carbonate reservoirs, geologic modeling and visualization
- Geophysics research includes advanced processing, acquisition, interpretation and modeling of seismic and other geophysical data

Research in all areas includes a significant component of field studies and takes advantage of state-of-the-art analytical and experimental laboratories and processing and numerical modeling capabilities.

For those interested in careers blending Geoscience and Computing, we will be interviewing graduate students receiving a MS degree in Geology or Geophysics who have an interest in computing.

**Candidates for Internships:**

ExxonMobil is dedicated to an ongoing recruiting program and our geoscience internship and recruiting short courses are the primary avenue we utilize to find qualified candidates. Internships (typically three months) and recruiting short courses are available year-round for students participating in BS, MS or PhD programs.

Internships are available throughout the year. Although we will give preference to those students graduating in 2014 or 2015, we will be happy to discuss career opportunities with other students as the interview schedule permits.

**ELIGIBILITY INFORMATION APPLICABLE TO CANDIDATES FOR REGULAR AND INTERNSHIP EMPLOYMENT**

Applicants must have the permanent right to work in the United States. Under very limited circumstances, visa sponsorship may be available for applicants with an MS with significant, relevant work experience and/or a PhD in certain research or geophysical specialty disciplines.

Applicants for internship must have the legal right to work in the U.S. during the period of the internship. If you are interested in regular U.S. employment after your internship, you must be able to meet the regular U.S. hiring criteria at the time of regular U.S. hiring.

Individuals who have authorization to work in countries where ExxonMobil has geoscience staff such as Angola, Nigeria, Europe, Malaysia, Indonesia, Russia, and the Middle Eastern countries, may be considered for employment by our affiliates in these locations and should sign up to interview for such employment. Students currently attending school in the U.S. who have authority to work in one of the above countries and are interested in these opportunities should utilize the [www.exxonmobil.com/apply](http://www.exxonmobil.com/apply) website.

**ExxonMobil is an Equal Opportunity Employer**
INSTRUCTIONS FOR COMPLETING THE BUILDING EMERGENCY PLAN TEMPLATE

This Building Emergency Plan (BEP) is a tool to identify specific equipment and processes in your building and provide information for your occupants and for the emergency responders that may have to provide services to you in an emergency. You need only provide information on the cover and on pages 4, 5, 7, 10, 11, 12, 13 and 16. The remainder of the pages of this document provides you and your building occupants with information you will need in case of emergency.

If you need assistance completing this document, or have any questions contact:

Ronnie D. Wright, Director
Campus Emergency Preparedness and Planning Office
205 S. Martin Jischke Dr
Terry Memorial House (TERY), Room 176
(765) 494-0446 rdwright@purdue.edu

INSTRUCTIONS

1. Enter your building’s specific information into the corresponding text form fields (i.e. ) by using the mouse pointer (double click on the text form field) or use the "Tab" key to navigate to the next field. The entire field will then become highlighted and you can start typing requested information as normal text. Do not worry about any default instructional text that may already be in the form fields, it will disappear when you start typing in new information. Some of the information requested may not be available or necessary for your building. Similarly, you may know of additional information in your building that would be of assistance to your occupants in an emergency. Please adapt this document and any additional information that makes your BEP more effective!

2. After you have completed your Building Emergency Plan (BEP), and it has been reviewed by your safety committee and department head, please send an electronic copy to rdwright@purdue.edu:

3. The next step is to put the program into action. Distribute the BEP to appropriate members of your department or building. Distribution can be accomplished by posting your BEP to a web site, sending building occupants an electronic copy, or any other method that makes building occupants aware on the BEP.

4. Please Note: You need to review the BEP at least annually and revise it when there are changes. If no changes are needed, send an email to the Emergency Preparedness Office at rdwright@purdue.edu indicating the BEP has been reviewed. The date of the email will be logged as the BEP Annual Review Date and will be inputted into the University BEP Tracking Form. Completion and review of your BEP is required for REM’s Integrated Safety Plan Certification.
DEلون AND ELIZABETH HAMPTON
HALL OF CIVIL ENGINEERING
BUILDING EMERGENCY PLAN

Date Adopted: May 14, 2008
Date Revised: August 23, 2013

Prepared By: Stephanie Rainey & Alan Holtman
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   4.1 Department Head or Designated Representative
   4.2 BEP Developer (building deputy or an individual designated by the department head)
   4.3 Building Occupants
   4.4 Training
   4.5 BEP Requirements

SECTION 5: Evacuation Guidelines for People Requesting Additional Assistance

APPENDICES
   APPENDIX A: Acronyms and Term Definitions
   APPENDIX B: Resource List
   APPENDIX C: Voluntary Registry for Persons Requesting Additional Assistance
   APPENDIX D: Supplemental Evacuation Guidelines for People with Disabilities
   APPENDIX E: Revision Log
Section 1

1.1 Introduction

A) Each University building must have a Building Emergency Plan (BEP) that plans for possible emergency incidents. The building deputy or an individual designated by the department head will develop the BEP and submit it to the Campus Emergency Preparedness and Planning Office for review, distribution to the fire department, and posting to the Emergency Operations Center building binder. Please send your final BEP electronically to the Emergency Preparedness Office at rdwright@purdue.edu.

B) Once the plan is developed, review and/or revise it annually. If there are no significant changes that warrant a BEP revision, send an email to the Emergency Preparedness Office at rdwright@purdue.edu indicating the BEP has been reviewed and no changes are needed. The date of the email will be logged as the BEP Annual Review Date and will be inputted into the University BEP Tracking Form.

C) The BEP is designed to provide students, faculty, staff and visitors basic warning notification system, shelter-in-place and building evacuation emergency information for natural and human-caused incidents.

D) As a member of the Purdue Community, you should also be familiar with the Purdue Emergency Procedures Guide. This flip-style guide describes the procedures to follow in a variety of emergencies. A copy of the Guide can be viewed electronically on the Emergency Preparedness website: http://www.purdue.edu/emergency_preparedness/

E) If you have any questions about the BEP, contact your building deputy, designated BEP developer or the Director Campus Emergency Preparedness and Planning at 494-0446.
Section 2: User Items

2.1 Emergency Contact Information:

<table>
<thead>
<tr>
<th>A) Building Manager or Deputy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name                                      Alan Holtman</td>
</tr>
<tr>
<td>Phone Number                              765-494-0189</td>
</tr>
<tr>
<td>Email Address                             <a href="mailto:aeholtman@purdue.edu">aeholtman@purdue.edu</a></td>
</tr>
<tr>
<td>Office/Room Number                        HAMP G271</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>B) Facility Manager, if applicable</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name</td>
</tr>
<tr>
<td>Phone Number</td>
</tr>
<tr>
<td>Email Address</td>
</tr>
<tr>
<td>Office/Room Number</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>C) Safety Manager if applicable</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name</td>
</tr>
<tr>
<td>Phone Number</td>
</tr>
<tr>
<td>Email Address</td>
</tr>
<tr>
<td>Office/Room Number</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>D) List any other contacts, if applicable</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name                                       Cindy Lawley</td>
</tr>
<tr>
<td>Phone Number                               765-494-7089</td>
</tr>
<tr>
<td>Email Address                              <a href="mailto:lawley@purdue.edu">lawley@purdue.edu</a></td>
</tr>
<tr>
<td>Office/Room Number                         HAMP 1147A</td>
</tr>
</tbody>
</table>

2.2 Non-emergency Contact Numbers:

A) Fire: Purdue Fire Department (PUFD) 494-6919
B) Police: Purdue Police Department (PUPD) 494-8221
C) Radiological and Environmental Management: 494-6371
D) Physical Facilities Services: 494-9999
E) Emergency Preparedness Office 494-0446
2.3 **Automatic External Defibrillator (AED)**

A) An Automated External Defibrillator or AED is a portable electronic device that automatically diagnoses the potentially life threatening cardiac arrhythmias of ventricular fibrillation and ventricular tachycardia in a patient, and is able to treat them through defibrillation, the application of electrical therapy which stops the arrhythmia, allowing the heart to reestablish an effective rhythm.

B) Many departments have purchased AED (s) and placed them in locations throughout their building. If your facility has an AED (s), please fill out the following table:

<table>
<thead>
<tr>
<th>AED Location</th>
<th>Contact Person</th>
<th>Contact Person’s Phone #</th>
</tr>
</thead>
<tbody>
<tr>
<td>HAMP B173</td>
<td>Jerry Gibbs, REM, HAMP/B245</td>
<td>765-494-0207</td>
</tr>
<tr>
<td>HAMP 1149 (outside in hallway)</td>
<td>Alan Holtman, HAMP/G271</td>
<td>765-494-0189</td>
</tr>
</tbody>
</table>

C) For any questions about AED’s or to report a purchase of one, please contact Lt. John Guerra with Purdue Fire at 765-494-0958.

D) Go to: [www.purdue.edu/fire](http://www.purdue.edu/fire) click Inspections, to access an electronic form to self report your AED quarterly inspections.

2.4 **Response to Alarms**:

**REMEMBER, WHEN YOU HEAR:**

- ALL HAZARDS SIRENS immediately seek shelter *(Shelter-In-Place)* in a safe location within closest facility
- FIRE ALARMS immediately evacuate the building and move to a safe location

*In both cases, you should seek additional clarifying information by all possible means…Purdue Homepage, TV, radio, email, etc.*

2.5 **Detailed Emergency Evacuation Procedures**

A) **Evacuation Policy:**

1) Purdue policy requires immediate evacuation when any fire alarm sounds within a building. All faculty, staff, students and any other individuals within the building must *promptly* evacuate the building using the nearest designated exit routes.
2) Departments are responsible to ensure all people in their building are aware of exit routes and location of their building Emergency Assembly Area (EAA).

3) Personnel may briefly delay evacuating if they need time to shut down electrical and other equipment, especially any that involves flame, explosive vapors, or hazardous materials.

4) All building occupants will follow instructions relevant to public safety issued by the building deputy, or fire and police personnel.

5) After exiting building, occupants are to go directly to their designated EAA and follow guidance provided by the building deputy (or designated safety representative) and emergency responders.

6) No one may re-enter building until authorized to do so by fire or police department officials.

B) General Evacuation Procedures—If you hear the fire alarm or are instructed to leave the building:

1) Immediately obey evacuation alarms and orders. Tell others to evacuate.
2) No one may remain inside a building when an evacuation is in progress.
3) Classes in session must evacuate.
4) If involved with hazardous research or doing a dangerous procedure, immediately shut down operations that could create additional hazards if left unattended. Evacuate as soon as possible.
5) When you evacuate, take keys, coat, purse and any other critical personal items with you to the EAA. REMEMBER, IN CASE OF A FIRE, IT IS IMPORTANT TO NOT DELAY EVACUATION.
6) Close doors as rooms are vacated.
7) Assist those who need help, but do not put yourself at risk attempting to rescue trapped or injured victims.
8) Note location of trapped and injured victims and notify emergency responders.
9) Walk calmly but quickly to the nearest emergency exit.
10) Use stairways only. Do not use elevators.
11) Keep to the right side of corridors and stairwells as you exit.
12) Proceed directly to your designated EAA. Stay away from the immediate area near the building you evacuated.
13) Remain in EAA until roll is taken and instructions are given.
14) Do not reenter the building until authorized fire or police department personnel give the “All Clear” instruction.
C) **Building Specific Evacuation Procedures**

Evacuation procedures must take into account any specific building and occupant needs. Add maps, exit routes, other steps, actions, or precautions specific to your building or work area. Building occupants will evacuate using the closest safe exit. **Departments are responsible for placing evacuation maps in their respective areas.** The building deputy will place evacuation maps in public access locations.

D) **Emergency Assembly Area Location (after you have evacuated your building)**

Determine an Emergency Assembly Area (EAA—roll call/head count area) away from the building and in a location that will not interfere with emergency personnel. Do your best to implement personnel accounting procedures. However, it is understood that many facilities (especially academic buildings) have incoming and outgoing students, faculty, staff, and visitors which makes a “headcount” very difficult to conduct. Be prepared to provide first responder personnel as much information as you know.

1) Primary location (should be *outside*, in an area away from the building):

<table>
<thead>
<tr>
<th>DEPARTMENT(S)</th>
<th>EMERGENCY ASSEMBLY AREA(S) - EAA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Civil Engineering, REM</td>
<td>east side of RHPH</td>
</tr>
<tr>
<td>Health Sciences</td>
<td>east side of RHPH/JNSN</td>
</tr>
<tr>
<td>Earth, Atmospheric &amp; Planetary Sciences</td>
<td>east side of RHPH</td>
</tr>
<tr>
<td>Materials Management &amp; Distribution</td>
<td>east side of RHPH</td>
</tr>
<tr>
<td>Construction Eng. &amp; Management</td>
<td>Stadium Mall/east side of PUSH</td>
</tr>
<tr>
<td>Industrial &amp; Physical Pharmacy</td>
<td>east side of RHPH</td>
</tr>
<tr>
<td>Global Engineering</td>
<td>Stadium Mall/east side of PUSH</td>
</tr>
<tr>
<td>Libraries</td>
<td>east side of RHPH</td>
</tr>
<tr>
<td>Honors Engineering</td>
<td>east side of ARMS</td>
</tr>
<tr>
<td>Sponsored Programs Services</td>
<td>east side of RHPH</td>
</tr>
</tbody>
</table>

2) Secondary location (should be *inside a nearby building* in case of inclement weather):

<table>
<thead>
<tr>
<th>DEPARTMENT(S)</th>
<th>EMERGENCY ASSEMBLY AREA(S) - EAA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Civil Engineering, REM</td>
<td>atrium of ARMS</td>
</tr>
<tr>
<td>Health Sciences</td>
<td>RHPH, 172 area</td>
</tr>
<tr>
<td>Earth, Atmospheric &amp; Planetary Sciences</td>
<td>lobby of RHPH</td>
</tr>
<tr>
<td>Materials Management &amp; Distribution</td>
<td>atrium of ARMS</td>
</tr>
<tr>
<td>Construction Eng. &amp; Management</td>
<td>atrium of ARMS</td>
</tr>
<tr>
<td>Industrial &amp; Physical Pharmacy</td>
<td>lobby of RHPH</td>
</tr>
<tr>
<td>Global Engineering</td>
<td>atrium of ARMS</td>
</tr>
<tr>
<td>Libraries</td>
<td>atrium of ARMS</td>
</tr>
<tr>
<td>Honors Engineering</td>
<td>atrium of ARMS</td>
</tr>
<tr>
<td>Sponsored Programs Services</td>
<td>atrium of ARMS</td>
</tr>
</tbody>
</table>
2.6 Detailed Emergency Shelter in Place Procedures

**Shelter in place** means seeking immediate shelter inside a building or University residence. This course of action may need to be taken during a tornado, earthquake, release of hazardous materials in the outside air, or a civil disturbance. When you hear the sirens immediately go inside a building to a safe location and use all communication means available to find out more details about the emergency. Remain in place until police, fire, or other emergency response personnel provide additional guidance or tell you it is safe to leave.

A) **Types:** You may be required to Shelter In Place for events such as:

1) Tornado warning or other severe weather events.
2) Hazardous materials release.
3) Active shooter, building intruder, or civil disturbance.
4) As directed by police personnel for any other situation that requires you to find protection within a building.

B) **When to Shelter in Place:** You must **immediately** seek shelter in the nearest facility or building (preferably in a room with no windows) when:

1) You hear the All Hazards Outdoors Emergency Warning Sirens.
2) When directed by police or fire department personnel.

C) **General Procedures:** Purdue ALERT, the University’s emergency warning notification system, will be used to notify the Purdue community of a “shelter in place” situation.

1) If you are “sheltering” due to a **tornado warning**, immediately go to a safe location in your building.
   (i) Proceed to the basement of any building that has a basement or sub-walk. Position yourself in the safest portion of the area away from glass. Be prepared to kneel facing a wall and cover your head.
   (ii) In high-rise (four stories or more) buildings, vacate the top floor and move to a lower floor or to the basement. Position yourself in an interior corridor away from glass. Be prepared to kneel facing the wall and cover your head.
   (iii) If time permits, occupants of wood-frame or brick buildings with wood floors should leave the building and go directly to a more substantial concrete building, preferably with a basement.
   (iv) Any occupant who encounters a student or visitor should direct them to take appropriate actions.
(v) Any occupant that encounters a physically disabled individual should assist them if possible.
(vi) Try and obtain additional clarifying information by all possible means (e.g. Purdue Homepage, TV, radio, email, etc.)

2) If you are “sheltering” due to a hazardous materials (HAZMAT) accidental release of toxic chemicals the air quality may be threatened and sheltering in place keeps you inside an area offering more protection. For a HAZMAT situation you should, if possible, take the following actions:

(i) Close all windows and doors.
(ii) Move to the shelter-in-place location.
(iii) Do not go outside or attempt to drive unless you are specifically instructed to evacuate.
(iv) Do not use elevators as they may pump air into or out of the building.
(v) Any occupant who encounters a student or visitor should direct them to take appropriate actions.
(vi) Any occupant that encounters a physically disabled individual should assist them if possible.
(vii) Try and obtain additional clarifying information by all possible means (e.g. Purdue Homepage, TV, radio, email, etc.)

3) If you are “sheltering” due to an active shooter, building intruder or a civil disturbance on campus, immediately go to a safe location in your building (normally the police department or the All Hazards Outdoors Sirens will be the notification method).

(i) If possible, take refuge in a room that can be locked.
(ii) If possible, close and lock the building’s or room’s door (s). If unable to lock the door secure it by any means possible.
(iii) The room should also provide limited visibility to anyone that is outside of it.
(iv) Hide under a desk, in a closet, or in the corner.
(v) After getting to a safe location and without jeopardizing your safety, try and obtain additional clarifying information by all possible means (e.g. Purdue Homepage, TV, radio, email, etc.)
(vi) Report any suspicious activity if you can do so without jeopardizing your safety…Call 911 if possible.
D) **Building Specific Shelter in Place Procedures and Locations:**

Shelter in place procedures must take into account any specific building and occupant needs. Add maps, routes, other steps, actions, or precautions specific to your building or work area. Specify your shelter in place locations and procedures.

If you are directed to shelter in place, but you are unaware of the specific reason, proceed to the lowest level of the building but continue to seek additional information by all possible means to determine the type of incident. Once you have determined the type of emergency, follow the below chart:

<table>
<thead>
<tr>
<th>EMERGENCY</th>
<th>EMERGENCY ASSEMBLY AREA (EAA)—SHELTER IN PLACE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Weather-Related—Tornado Warning</td>
<td>Basement corridors, basement offices, basement restrooms</td>
</tr>
<tr>
<td></td>
<td>Or the lowest level of the building (stay away from windows and doors).</td>
</tr>
<tr>
<td>Hazardous Materials (HAZMAT) Release</td>
<td>Remain or find an unaffected office or work area and close windows and doors.</td>
</tr>
<tr>
<td>Civil Disturbance—active shooter</td>
<td>Seek a safe location, preferably a room without windows that can be locked or secured by barriers.</td>
</tr>
</tbody>
</table>

2.7 **All-Clear Procedures**

A) Do not re-enter the building until the all-clear announcement is given by a Purdue Police or Fire Officer.

B) The All Hazards Outdoor Warning Sirens will **not** be used to send an all clear signal. Seek additional information by all means possible to include TV and radio channels.

2.8 **Class suspension or Campus closure**

The President of the University, or in her absence, the Executive Vice President for Business and Finance, Treasurer and the Executive Vice President for Academic Affairs and Provost jointly, will make a decision to declare class suspension or campus closure. Additional information will be forwarded to the campus community by the Marketing and Media Office.
Section 3: Information for Emergency Responder

3.1 Building Deputy/Alternate Building Deputy Information

Please fill in the following areas. Tailor the form to the needs of your building.

<table>
<thead>
<tr>
<th>Building Name:</th>
<th>HAMP</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building Deputy (BD):</td>
<td>Alan Holtman</td>
</tr>
<tr>
<td>BD Campus Address:</td>
<td>HAMP G271</td>
</tr>
<tr>
<td>BD Telephone No.:</td>
<td>765-494-0189</td>
</tr>
<tr>
<td>BD FAX No.:</td>
<td></td>
</tr>
<tr>
<td>Alternate BD or Bldg Contact person:</td>
<td>Cindy Lawley</td>
</tr>
<tr>
<td>Alternate BD Campus Address:</td>
<td>HAMP 1147A</td>
</tr>
<tr>
<td>Alternate BD Telephone No.:</td>
<td>765-494-7089</td>
</tr>
<tr>
<td>Alternate BD FAX No.:</td>
<td></td>
</tr>
</tbody>
</table>

Email: aeholtman@purdue.edu

3.2 Building Description: The Hampton Hall of Civil Engineering building is a six-floor (basement, ground, main/first, second, third, and fourth floors) structure which contains several academic departments’ offices classrooms, and laboratories, as well as Physical Facilities offices; all departments are indicated in the following table. Building activities include engineering processes and experiments with asphalt, concrete building materials, construction, ionizing radiation, and other various environmental engineering projects.

3.3 Building Departments

List all departments with employees in your building.

<table>
<thead>
<tr>
<th>Department</th>
<th>Safety Coordinator</th>
<th>Phone</th>
<th>Building</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>Civil Engineering</td>
<td>Bill Schmidt</td>
<td>43095</td>
<td>HAMP</td>
<td>G103</td>
</tr>
<tr>
<td>Civil Engineering</td>
<td>Ming Qu</td>
<td>49125</td>
<td>HAMP</td>
<td>G243</td>
</tr>
<tr>
<td>REM</td>
<td>Stephanie Rainey</td>
<td>43152</td>
<td>HAMP</td>
<td>B173F</td>
</tr>
<tr>
<td>Health Sciences</td>
<td>Jim Schweitzer</td>
<td>42350</td>
<td>HAMP</td>
<td>B173A</td>
</tr>
<tr>
<td>Earth, Atmospheric, &amp; Planetary Sciences</td>
<td>Barbara Gibson</td>
<td>44753</td>
<td>HAMP</td>
<td>2169B</td>
</tr>
<tr>
<td>Materials Mgmt. &amp; Dist.</td>
<td>Alan Holtman</td>
<td>40189</td>
<td>HAMP</td>
<td>G271</td>
</tr>
<tr>
<td>Constr. Engr. &amp; Mgmt.</td>
<td>Melissa Geiger</td>
<td>42240</td>
<td>HAMP</td>
<td>1225</td>
</tr>
<tr>
<td>IPPH</td>
<td>Rodolfo Pinal</td>
<td>41460</td>
<td>HAMP</td>
<td>B293</td>
</tr>
<tr>
<td>Global Engr. Program</td>
<td>Mary Schweitzer</td>
<td>42288</td>
<td>HAMP</td>
<td>1259</td>
</tr>
<tr>
<td>Libraries</td>
<td>Terry Wade</td>
<td>43264</td>
<td>HAMP</td>
<td>2215</td>
</tr>
<tr>
<td>Honors Engineering</td>
<td>Eric Nauman</td>
<td>67225</td>
<td>HAMP</td>
<td>G293</td>
</tr>
<tr>
<td>Sponsored Program Svcs.</td>
<td>Kim Gascho</td>
<td>46084</td>
<td>HAMP</td>
<td>4103</td>
</tr>
</tbody>
</table>
Building Safety Committee

If your building has a safety committee, please list committee members and positions (chair, vice-chair, other officers, members, etc.).

<table>
<thead>
<tr>
<th>Name &amp; Position</th>
<th>Department</th>
<th>Phone</th>
<th>Building</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bill Schmidt</td>
<td>Civil Engineering</td>
<td>494-3095</td>
<td>HAMP</td>
<td>G103</td>
</tr>
<tr>
<td>Ming Qu</td>
<td>Civil Engineering</td>
<td>494-9125</td>
<td>HAMP</td>
<td>G243</td>
</tr>
<tr>
<td>Shane Stuttle</td>
<td>Civil Engineering</td>
<td>494-6201</td>
<td>HAMP</td>
<td></td>
</tr>
<tr>
<td>Alan Holtman</td>
<td>MMAD</td>
<td>494-0189</td>
<td>HAMP</td>
<td>G271</td>
</tr>
<tr>
<td>Cindy Lawley</td>
<td>Civil Engineering</td>
<td>494-7089</td>
<td>HAMP</td>
<td>1147A</td>
</tr>
<tr>
<td>Kevin Brower</td>
<td>Civil Engineering</td>
<td>494-9370</td>
<td>BOWN</td>
<td>1058</td>
</tr>
<tr>
<td>Brad Caffery</td>
<td>Civil Engineering</td>
<td>494-7069</td>
<td>HAMP</td>
<td>4120</td>
</tr>
</tbody>
</table>

3.4 Building Critical Operations

Critical operations are any potentially hazardous operations located in your facility that requires pre-planning for evacuation and/or shelter in place events. In this section, include information about critical operations that require special care during an emergency. Be sure to check with each department before completing this section. This information must be readily available to first responders to assist them in their emergency response efforts.

Employees may need to notify Purdue Fire about the following critical operations:

<table>
<thead>
<tr>
<th>Operation</th>
<th>Room</th>
<th>Department</th>
<th>Responsible Person</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Industrial Hygiene</td>
<td>B253</td>
<td>REM</td>
<td>Heath Bentley</td>
<td>43134</td>
</tr>
<tr>
<td>Radiation Safety</td>
<td>B245</td>
<td>REM</td>
<td>Jim Schweitzer</td>
<td>42350</td>
</tr>
<tr>
<td>Mercury Storage (20 lbs.)</td>
<td>3287</td>
<td>EAPS</td>
<td>Yuch-Ning Shieh</td>
<td>43272</td>
</tr>
<tr>
<td>Mercury Hazard</td>
<td>B265</td>
<td>CE</td>
<td>Jan Olek</td>
<td>45015</td>
</tr>
</tbody>
</table>
3.5 **Building Alarm(s)**

Indicate all of the alarms that occupants should be able to identify. There may be several alarms in or near your building such as elevator alarms, evacuation alarms, bio-safety hood or fume hood alarms. Describe the different sounds, the significance of each alarm, and the appropriate occupant response to each alarm. Add other steps, actions, or precautions specific to your building or work area.

**HAMP, room 3287 - separate alarm for chemical spill emergency wired to Purdue Police department.**
Section 4: BEP Responsibilities and Requirements

4.1 Department Head or Designated Representative

A) Appoint the building deputy or designated representative to develop, coordinate, and distribute the BEP to building residents.
B) Review the plan prior to submission to the Campus Emergency Preparedness and Planning Office.

4.2 BEP Developer (building deputy or an individual designated by the department head)

A) Prepare, coordinate, and distribute the BEP to building occupants.
B) Ensure the BEP is readily available and used during emergency incidents.
C) Review the BEP annually to ensure information and procedures are current.
D) List all Critical Operations in the BEP for first responder reference and use.
E) Assist in the development of internal emergency notification procedures ensuring building occupants are notified of the emergency.
F) Assist in building evacuation.
G) Report to Emergency Assembly Area (EAA) and account for evacuated personnel.
H) Collect and provide essential information to emergency response personnel (e.g. location of incident, persons in building, special hazards, etc.).
I) Develop additional building specific information that makes the BEP more effective (e.g. specific procedures for any assigned individual that requests additional assistance, evacuation maps, emergency assembly area, etc.).
J) Include in the BEP any additional information as directed by the department head or the individual responsible for the building.

4.3 Building Occupants

A) Know the evacuation routes and EAA location(s).
B) Participate in exercises/drills.
C) Attend department training sessions.
D) All building occupants must be familiar with the BEP. Read it carefully. If you have any questions, consult your building deputy, department safety coordinator or safety committee representative. Keep the following tips in mind as you read through the document. Be familiar with:

1) *The Purdue Emergency Warning Notification System*—Purdue ALERT.
2) Evacuation routes, exit points, and location to report for roll call after evacuating the building.
3) *When and how to evacuate the building.*
4) *When and where to shelter in place within the building.*
5) *Locations of emergency materials that may be needed in an emergency such as emergency telephones and fire pull alarms.*
6) *Proper procedures for notifying emergency responders about an emergency in the building or work area (dial 911 for emergency notification)*

7) *Additional building specific procedures and requirements.*

### 4.4 Training

A) Training is an integral part of the safety and preparedness program for your building. It is the responsibility of each department head and supervisor to ensure all building occupants are trained or made aware of the Building Emergency Plan for the building(s) they occupy.

B) Building Deputies or BEP Developers are highly encouraged to annually exercise the BEP to validate procedures and to ensure building occupants understanding. The exercise should be based on a simulated emergency event that highlights building shelter in place or evacuation procedures. Any lessons learned that require changes to the BEP should be incorporated into the BEP and a copy forwarded to the Campus Emergency Preparedness and Planning Office. The Campus Emergency Preparedness and Planning Office will assist in exercise development as needed.

C) Training Slide Presentation Template

1) A Power Point Training Presentation template is located on the Emergency Preparedness website ([http://www.purdue.edu/emergency_preparedness/](http://www.purdue.edu/emergency_preparedness/)) to assist the building deputy or designated representative develop a training presentation for building occupants. The template is a guide and should be adjusted to fit the needs of each building. **Feel free to add or delete information based on your building set up and training objectives.** Please contact the Director, Campus Emergency Preparedness and Planning at 4-0446 if you have any questions.

### 4.5 BEP Requirements

A) The BEP must be reviewed annually to ensure information and procedures are current. The Campus Emergency Preparedness and Planning Office will also review the BEP, maintain a copy for use by Emergency Operations Center personnel and forward a copy to the Purdue Fire Department.

B) If there are no significant changes that warrant a BEP revision, send an email to the Emergency Preparedness Office at rdwright@purdue.edu indicating the BEP has been reviewed and no changes are needed. The date of the email will be logged as the BEP Annual Review Date and will be inputted into the University BEP Tracking Form.

C) Contact the Director, Campus Emergency Preparedness and Planning at 4-0446 if you need any assistance.
Section 5

5.1 Evacuation Guidelines for People Requesting Additional Assistance

- As of the date of this revision, there are no individuals in this building for whom special accommodations are needed.

A) General Policy (reference Appendix D for specific information that may be useful in developing your specific policy/procedures for your building).

B) Check on people with additional needs during an evacuation. A “buddy system,” where people with additional needs arrange for volunteers (co-workers) to alert and assist them in an emergency is recommended.

C) **Only** attempt an emergency evacuation if you have had emergency assistance training or the person is in immediate danger and cannot wait for emergency services personnel.

D) **Always ask** someone requiring additional assistance how you can help before attempting any emergency evacuation assistance. Ask how he or she can best be assisted or moved, and whether there are any special considerations or items that need to come with the person.

E) Faculty and staff who have mobility impairments should let the building deputy or designated building representative know the location of their usual work area and additional needs.

F) An individual that requires additional assistance may fill out the **“Voluntary Registry for Persons Requesting Additional Assistance”** form located in Appendix C. Purdue Fire Department personnel will assist the individual in developing a personalized response plan for possible emergency incidents. Once all information has been entered on the form it should be hand carried to the Purdue Fire Department or sent by campus mail/U.S. Postal Service.
APPENDICES

Appendix A: Acronyms and Term Definitions

**Acronyms**
- **BD**: Building Deputy
- **BEP**: Building Emergency Plan
- **EAA**: Emergency/Evacuation Assembly Area
- **EPG**: Emergency Procedures Guide
- **PUFD**: Purdue University Fire Department
- **PUPD**: Purdue University Police Department
- **REM**: Radiological and Environmental Management

**Term Definitions**

**All Hazards Outdoor Warning Sirens**: Tippecanoe County Emergency Management Agency controls activation of the siren system. (Purdue police department has access/can activate the five sirens located on campus.) Sirens are part of the warning notification system for any major shelter in place event such as tornado warning, building intruder, active shooter, civil disturbance, or as deemed necessary by police personnel.

**Building Deputy**: The building deputy is a University employee who has a defined role in each campus building. In an emergency, the building deputy should report to the Incident Command location to provide building information to emergency responders. The “all clear” information will typically be communicated to the building deputy when it is safe to return to the building so that the occupants can be notified.

**Building Emergency Plan**: The plan is a document that consists of emergency procedures, activities for preparing for emergencies, and roles and responsibilities of building occupants.

**Building Safety Committee**: A group composed of members of each department in the building generally chaired by the building deputy or other employee, charged with coordinating building safety concerns.

**Critical Operations**: Any potentially hazardous operations located in your facility that requires preplanning for evacuation and/or shelter in place events. Additionally, this information must be readily available to first responders to assist them in their emergency response efforts.

**Department Safety Coordinator**: This coordinator is a University employee who assists department management in coordinating, implementing, and documenting the department’s safety program. This includes ensuring that the department safety committee meets regularly, conducting periodic workplace inspections, and becoming or remaining a participant in the Integrated Safety Program.

**Department Safety Committee**: A group composed of department representatives from each major unit of the department. If a department occupies different buildings, ideally, representatives from each building serve on the committee. Primary functions include:
➢ Serves as a forum for department employees to report and discuss safety or environmental improvement needs.
➢ Identify employee needs for safety training and request training sessions accordingly.

➢ Coordinates safety self audits on a regular basis; assisting department management in prioritizing actions to address safety concerns.

➢ Disseminates information about requirements concerning workplace health, safety, and environmental protection.

**Emergency/Evacuation Assembly Area (EAA):** A pre-designated safe location near a building where building occupants assemble and report to the Roll Taker(s) after evacuating their building.

**Emergency Responder(s):** Person(s) who provide assistance in an emergency (or potential emergency) situation in a building. They are not building occupants and may be from Purdue University police department, Purdue fire department, REM, Physical Facilities, etc. In critical situations, they may take charge of the building and have full authority over activities in and around the building.

**Roll Taker:** A building occupant assigned to take roll at the emergency assembly area (EAA) after a building evacuation.
Appendix B: Resource List

Campus Emergency Preparedness and Planning Office:  765-494-0446
The office serves as the focal point for emergency preparedness questions and issues. Reference the following website for more information:
http://www.purdue.edu/emergency_preparedness/

Radiological and Environmental Management:  765-494-6371
Information on various safety topics, including hazard evaluations and employee training can be found online at http://www.purdue.edu/REM

Physical Facilities:  765-494-9999
Installation and repair of facility safety equipment; maintenance services can be found online at http://www.purdue.edu/buildings_grounds/

Purdue University Police:  765-494-8221
Information on personal safety in the workplace can be found online at http://www.purdue.edu/police/programs/types/workplace.htm

Purdue University Fire:  765-494-6919
Information on training and services http://www.purdue.edu/fire
APPENDIX C

VOLUNTARY REGISTRY FOR PERSONS REQUESTING ADDITIONAL ASSISTANCE

Once all information has been entered completely, please send form by campus mail, U.S.P.S. or in person to:

Lt. John Guerra
Purdue Fire Department
1250 Third Street
West Lafayette, IN 47907

Name: ___________________________ Assistance Location(s): ______________________
Email: ___________________________ Assistance Location Phone: __________________
Primary Phone: ___________________ Emergency Contact Name: ___________________
Address: _________________________ Emergency Contact Number: _______________

Student_________ Staff__________ Faculty________

Emergency Notification Type of Assistance Requested
Fire / Building Evacuation: _______________________________________________________

Severe Weather: ________________________________________________________________

Shelter-in-place: ________________________________________________________________

Other (specify): ________________________________________________________________
In the event of an emergency that may require the evacuation of a campus building, the following procedures are recommended:

- If you are able to evacuate, please do so at that time. Remember to use the stairs if able. Never use the elevator during a fire alarm.
- If not... shelter-in-place in an area with no immediate hazards and telephone 911. Advise the police dispatcher of your location. The use of 911 routinely identifies the location of the caller if you are calling from a Purdue University land-line phone. Even if the caller is unable to speak, the dispatcher will then automatically surmise that the caller may be in trouble and will respond accordingly.
- If you are unable to call 911, advise others around you of your location and have them inform emergency personnel of your location.
- If you are in no immediate danger, remain where you are and wait for emergency personnel to arrive.
- If you are in immediate danger, move to an area where you can shelter-in-place (recommended areas would be a room with an outside window or a room with a sprinkler system if available.)
- You are also encouraged to carry a sounding device like a small whistle, flashlight and cell phone to alert emergency personnel of your location.
- It is best to have arrangements pre-planned for evacuation assistance. Arrangements can be made to reasonably assure that assistance is provided to anyone who requires it. Having a plan and practicing it may save your life. Contact the Purdue Fire Department for arrangements or questions at (765) 494-6919.

For further assistance in your personal emergency preparedness activities, please contact the Purdue University Campus Emergency Preparedness & Planning Office at (765) 494-0446 or visit our website at: www.purdue.edu/emergency_preparedness/
Appendix D: Supplemental Evacuation Guidelines for People with Disabilities

The following guidelines have been adopted by Purdue University to assist in planning for the evacuation of people with physical disabilities.

I. In all emergencies, after an evacuation has been ordered:
   A) Evacuate if possible.
   B) **DO NOT** use elevators, unless authorized to do so by emergency services personnel.
   C) Check on people with additional needs during an evacuation. A “buddy system,” where people with disabilities arrange for volunteers (coworkers/neighbors) to alert them and assist them in an emergency, is recommended.
   D) **Only** attempt an emergency evacuation if you have had emergency assistance training or the person is in immediate danger and cannot wait for emergency services personnel.
   E) ALWAYS **ASK** someone with a disability how you can help **before** attempting any emergency evacuation assistance. Ask how he or she can best be assisted or moved, and whether there are any special considerations or items that need to come with the person.
   F) **If you have a physical disability and are unable to use stairways:**
      1) Stay calm, and take steps to protect yourself.
      2) If there is a working phone, call 911 and tell the police dispatcher **where you are** or **where you will be moving to**.
      3) **If** you must move, we recommend the following:
         (i) Move to an enclosed exit stairway, while taking care not to block the exit of building personnel.
         (ii) Request persons exiting by way of the stairway to notify the Fire Department of your location.
         (iii) Await Emergency Responders.

II. Power Outages:
   A) If an outage occurs during the day and people with disabilities choose to wait in the building for electricity to be restored, they can move near a window where there is natural light and access to a working telephone. During regular business hours, Building Deputies should be notified so they can advise emergency personnel.
   B) If people would like to leave and an evacuation has been ordered, or if the outage occurs at night, call 911 and request evacuation assistance.

III. The following guidelines are general and may not apply in every circumstance.
   A) Occupants should be invited to volunteer ahead of time to assist people with disabilities in an emergency. If a volunteer is not available, designate someone to assist who is willing to accept the responsibility.
B) Two or more trained volunteers, if available, should conduct the evacuation.

C) ALWAYS ASK people with disabilities how you can help before attempting any emergency evacuation assistance. Ask how they can best be assisted or moved, and if there are any special considerations or items that need to come with them.

D) Try to avoid evacuating people who use wheelchairs while they are still in their wheelchairs. This is standard practice to ensure the safety of people with disabilities and volunteers. Wheelchairs will be evacuated later if possible.

E) Proper lifting techniques (e.g. bending the knees, keeping the back straight, holding the person close before lifting, and using leg muscles to lift) should be used to avoid injury to rescuer's backs. Certain lifts may need to be modified, depending on the disabilities of the people. Volunteers can obtain more emergency evacuation information regarding lifting techniques from the Office of Institutional Equity.

IV. Tips to remember when interacting with people with specific disabilities

A) Blindness or Visual Impairment
   1) Provide verbal instructions to advise of the safest route or direction using simple directions, estimated distances, and directional terms.
   2) DO NOT grasp a visually impaired person's arm. Ask if he or she would like to hold onto your arm as you exit, especially if there is debris or a crowd.
   3) Give other verbal instructions or information (i.e. elevators cannot be used).

B) Deafness or Hearing Impairment
   1) Get the attention of a person with a hearing impairment by establishing eye contact. If the person's back is toward you, tap him/her on the shoulder to get his/her attention. Clearly state the problem. Gestures and pointing are helpful, but be prepared to write a brief statement if the person does not seem to understand.
   2) Offer visual instructions to advise of safest route or direction by pointing toward exits or evacuation maps.

C) Mobility Impairment
   1) It may be necessary to help clear the exit route of debris (if possible).
   2) If people with mobility impairments cannot exit, they should move to a safer area, e.g.
      (i) Most enclosed stairwells.
      (ii) An office with the door shut which is a good distance from the hazard (and away from falling debris in the case of earthquakes).
   3) Call 911 or notify police or fire personnel immediately about any people remaining in the building and their locations.
   4) Police or fire personnel will decide whether people are safe where they are, and will evacuate them as necessary. The Fire Department may determine that it is safe to override the rule against using elevators.
5) If people are in immediate danger and cannot be moved to a safer area to wait for assistance, it may be necessary to evacuate them using an evacuation chair or a carry technique.

V. Summary
A) Prepare occupants in your building ahead of time for emergency evacuations. Know your building occupants. Train staff, faculty, and students to be aware of the needs of people with disabilities and to know how to offer assistance. Hold evacuation drills in which occupants participate, and evaluate drills to identify areas that need improvement. Plans must cover regular working hours, after hours, and weekends. Everyone needs to take responsibility for preparing for emergencies. People with disabilities should consider what they would do and whether they need to take additional steps to prepare.
# Appendix E: Revision Log

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<td>10/31/11</td>
<td>Annual update; necessary changes made to conform to new BEP template (version 3)</td>
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