



#### **SUPERVISOR INSTRUCTIONS:**

- Use toolbox trainings to encourage safety/environmental discussions during monthly meetings with employees.
- Campus Services' employees should maintain the employee sign-in sheet in their department's safety/environmental compliance binder as a record of training. All other groups should maintain a record of training in accordance with their Division's training procedures.

**D**uring recent months, Georgia has been experiencing unusual amounts of rain. The excessive amounts of rain are causing buildings to leak or flood through breaches in buildings' exterior façades or roofs. When water intrusion events occur, it's important to handle them quickly and properly to prevent structural deterioration, drywall staining or mold growth.



#### **What to Do**

To prevent adverse effects from a water intrusion event (flood or leak), the following steps should be taken:

- Identify and stop the source of the water.
- Identify the path the water has taken to determine the scope of work.
- Assess the affected building materials to determine if they can be dried in place or removed and replaced.
- Contact EHSO to determine if the affected building material(s) contain hazardous materials.
- Dry out the affected area(s) using appropriate equipment.

#### **Effects of Improper Drying**

Improper drying of a flooded or leaking area may cause problems which could multiply in the future. Incomplete drying of a space may lead to elevated humidity levels, unpleasant odors, and mold growth, in addition to indoor air quality issues.

Examples of improper drying include failing to remove water from underneath rubber-backed carpeting and not drying out the interstitial space between wet walls.

#### **Who to Contact**

After notifying a supervisor, personnel should contact EHSO prior to the removal of any building materials. Some building materials may contain hazardous materials, such as asbestos and lead-based paint. Other building materials may be contaminated with mold. These inhalation hazards must be handled according to federal or general industry guidelines, along with Emory University protocols.



Emory retains a list of authorized vendors that can be employed for large or complex floods as well as for hazardous material abatement.

## SAFETY/ENVIRONMENTAL TOOLBOX TALKS – WATER INTRUSION

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### Questions for Discussion

1. When a water intrusion event happens, what is the first step that should occur?
  - a. Call your supervisor
  - b. Identify and stop the source of the water
  - c. Determine the relative humidity

**Answer:** B – Identify and stop the source of the water

2. True or False. Nothing will happen if an area is dried improperly.

**Answer:** False. Incomplete drying of a space may lead to elevated humidity levels, unpleasant odors, and mold growth, in addition to indoor air quality issues.

3. Who should be contacted during a water intrusion event?
  - a. President Clarke
  - b. A Supervisor
  - c. EHSO
  - d. Both B and C

**Answer:** D – Both B and C