

**3364-20-08 Facilities and construction operating policy in non-emergency and emergency situations.**

(A) Policy statement

The facilities and construction department will maintain standard operating procedures that describe how it conducts business within the department in non-emergency situations. The facilities and construction department will also maintain standard operating procedures outlining management of all critical utilities and critical support equipment (related to life support, infection control, and all accrediting bodies) in emergency situations.

(B) Purpose of policy

To provide guidance and understanding concerning everyday operating procedures within facilities and construction as it may relate to faculty and staff in other departments. To create and maintain a safe and secure environment for patients, visitors, faculty, and staff during any natural or unnatural disaster, or during any utility/equipment loss.

(C) Procedure

Procedure details can be found under the link entitled “facilities and construction standard operating procedures” (“SOP’s”) located at:  
<http://www.utoledo.edu/facilities/sop-approved.html> .

Approved by:

---

Sharon L. Gaber, Ph.D.  
President

September 25, 2017  
Date

*Review/Revision Completed by:  
Executive Vice President for Finance  
and Administration / CFO*

**Policies Superseded by This Policy:**

- *3364-20-01: Facilities and Construction Critical Utility/Life Support Policy (original effective date: January 29, 2009)*
- *3364-20-02: Facilities and Construction Operating Policy (original effective date: January 29, 2009)*

Original effective Date:  
September 25, 2017  
Next review date: September  
25, 2020

Effective: 10/26/2018

CERTIFIED ELECTRONICALLY

---

Certification

10/16/2018

---

Date

Promulgated Under: 111.15  
Statutory Authority: 3364  
Rule Amplifies: 3364