

IMPAIRMENT PROCEDURE FLOW CHART

Contact Information:

UT Impairment Coordinator
Main Campus:
Dan Perry (419) 530-1428
daniel.perry2@utoledo.edu

Health Science Campus:
Mike Nowicki (419) 383-4913
Michael.Nowicki@utoledo.edu

UTPD
University Police, *Main Campus*
(419) 530-2600
HSC Security HSC, *Health Science Campus*
(419) 383-2600

UT Risk Management
Brenda Humberston (419) 530-3655
Brenda.Humberston@utoledo.edu

Travelers Insurance
ksulliv4@travelers.com

Fire system impairment for more than 4 hrs. in a clinical building **OR** for more than 8 hrs. in non-clinical building **OR** there is a failure of the fire alarm annunciator panel, entire detection system, entire extinguishing system, or complete failure of the fire pump.

Contact Work Control or Engineer at 419-530-1000.

Work Control or Engineer completes online Access form noting campus building, system effected, duration, date, contractor or UT employee name and contact number

Work Control or Engineer will email form to impairment coordinator, UTPD Main Campus, HSC Security, Risk Management, TFD, and Travelers Insurance.

ILSM put in place; fire watch documentation completed (if required); UT employee or project manager notifies employees in affected area

ILSM forms posted with ICRA permit in area of construction

Contact UTPD Main Campus or HSC Security for ILSM Fire Watch

Other Fire System Work

Construction / Renovation

Work Control or Engineer close out on Access database and email completion to impairment coordinator, UTPD, Risk Management, Marsh and Telgian.

UT employee/contractor notify UTPD or HSC Security/Facilities upon completion

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