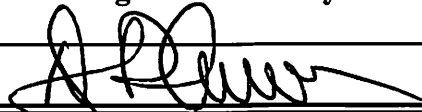


**UNIVERSITY OF TOLEDO
FACILITIES AND CONSTRUCTION**

Section:	Central Control	Procedure Number:	CC-18
Subject:	Loss of Building Automation System	Effective Date:	July 1999
		Revised Date:	October 2019
Facilities Officer:		Reviewed Date:	December 2019

Standard Operating Procedure

In the event of a total or partial loss of Building Automation Systems (BAS) immediate steps will be taken to notify personnel and to insure continued operation of HVAC and critical support equipment.

Purpose

To provide a systematic approach for continued operation and monitoring of the HVAC and critical support equipment if communication and or operation through the BAS are lost.

Procedure

1. The Central Control Operator on duty shall verify that the HVAC equipment that is supposed to be running is functioning in a standalone fashion. Patient care and comfort related systems are top priority.
2. If the HVAC equipment is not operating standalone, the Central control Operator will put this equipment in hand i.e. (air compressors, drives, AHU's, pumps, etc.) to get it operating.
3. The Central Control Operator on duty will notify the following Facilities Staff in the order listed and report the failure.

	EXTENSION	CELL
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