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## TO SECURE THE LBTO ENCLOSURE AGAINST FOREST FIRES

- 1) In the event that an LBTO staff member is not present, designate someone to "take charge". Take a "head count" and make certain everyone has signed in and is accounted for.
- 2) Level 3 Lower: Room #305 - Turn OFF the "Outside Air" air handler. Unit # 0304  
Floor plans are available in the lobby and on the second floor next to the telephone.
- 3) Level 5: Make certain the shutter doors are closed and latched.  
Make certain the ventilation doors are closed.
- 4) Designate 3 people to monitor levels 1, 2 and 5 for window breakage and anything else detrimental to the welfare of personnel or the structure/site. Large Type "A" fire extinguishers are on these levels.
- 5) Move furniture away from the windows on levels 1, 2 & 5.
- 6) Close all "fire doors". (Hallway doors etc.)
- 7) Make certain the communications radio is turned on and set to the MGIO Repeater channel. As long as there is electricity, use the base station radio. Save the battery operated radios for use during a power failure.
- 8) Turn on the FM radio/TV to catch news broadcasts.
- 9) Instruct everyone as to the location of emergency equipment and supplies. Also, to stay away from the windows and to remain in the lounge/kitchen/control room area until further instructed.
- 10) In the event of a structure fire, escape "smoke hoods" are available on level 5 on both sides of the observing chamber and they are also available on level 2 near the sleeping rooms.

## IN CASE OF FOREST FIRE EMERGENCY

Floor plans are available here and on the second floor.

In the lounge/kitchen area, directly off the stairs/elevator, you will find an ample supply of bottled water and food. Also, a medical oxygen cylinder and first aid kit.

In the control room, adjacent to the lounge, you will find a telephone/list of emergency numbers, flashlights, an additional oxygen cylinder and a communications radio.

Blankets and other comfort items can be found in the sleeping rooms located just down the hall from the control room.

The threat of a forest fire on Mt. Graham is always a distinct possibility. In the event of a fire, never assume that you should evacuate. In fact, never assume anything. These decisions should be made by the Forest Service alone. Because of the topography of the mountain, it would be impossible to tell exactly where the fire is or if the road is clear. Even if it looks favorable, during the long trip down the mountain the fire could shift and you could easily become trapped. Remain on site until you are given clearance to leave.

If a forest fire threatens the site, the LBTO is the safest place to be. The building should withstand a fire and keep you safe. Until the Incident Commander is on site, follow the instructions of MGIO personnel. They are trained to handle emergencies such as this.

The following is a checklist of things to do at the LBTO/MGIO site.

- 1) Move as many vehicles as will fit, into the LBTO auxiliary building. Those that won't fit should be moved away from all buildings, downhill if possible. Also, the remaining vehicles should be parked away from each other and facing toward the escape path.

**NEVER LEAVE A VEHICLE PARKED BLOCKING THE ROADWAY.**

- 2) LBTO staff should turn off all outside air fans. Make certain the building is secured.
- 3) Upon entering the LBTO, follow the instructions of the LBTO staff. If a staff member is not immediately available, the first floor lobby is considered a safe zone. There you will find a list of emergency supplies and their locations. As soon as possible, move to the preferred safe zone, the second floor lounge area.
- 4) LBTO staff members on site should inform others of the location of available drinking water, food, blankets, oxygen supply, flashlights/emergency lighting, fire extinguishers, first aid kit, telephone and communications radios. As long as there is electricity, use the base station radio. Save the battery operated hand held radios in case of a power failure. If there are no LBTO staff members on site, a list of emergency supplies and locations is posted in the lounge area.
- 5) A crown fire usually moves very quickly. Remain calm, monitor the radio traffic and await further instructions.

**LARGE BINOCULAR TELESCOPE  
OBSERVATORY**

**LBTO - FOREST FIRE CONTINGENCY PLAN**

**8 JULY 2003**

**BY**

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