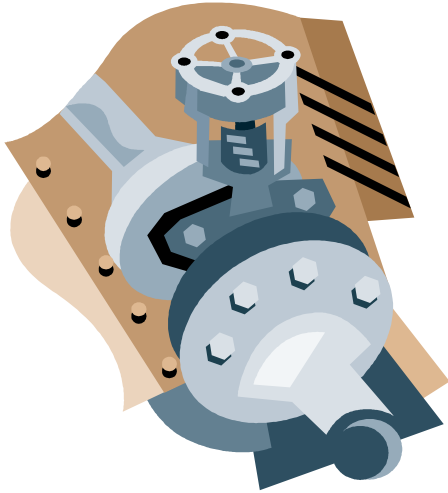


**GRAMBLING STATE UNIVERSITY
GRAMBLING, LOUISIANA**

SMELL GAS?



ACT FAST and RESPONSIBLY!!!

AWARENESS KIT

What to do if you smell gas?

- ***Do NOT TURN ON OR OFF ANY ELECTRICAL LIGHTS OR APPLIANCES***
- ***DO NOT OPEN OR CLOSE THE WINDOWS***
- ***DO NOT TRY TO SHUT OFF THE GAS***
- ***DO NOT USE CELL PHONE***

Natural gas is almost pure methane which does not have any odor. For safety purposes, odorants are added to natural gas. Federal regulations require that gas be odorized so that it can be smelled at a concentration of one percent gas in air, one-fifth of the lower flammable limit (“LFL”) of natural gas.

Federal regulations require gas distribution companies to odorize the gas so that it can be smelled at a concentration of 15 percent gas in air. If you smell gas inside a building, you should evacuate the building as rapidly as possible. Call the gas company or the fire department from outside the building.

It’s best to be safe:*If you smell gas RIGHT NOW- don’t touch or turnoff your computer- leave the area! After you go someplace away from the odor, call your natural gas provider. Dial emergency services, 911 or Campus Police at 318-274-2222 (if on campus, dial 2222).*

What to do if you notice a supply line leak:

- 1. Avoid open flames or other sources of ignition. Do not light a match and do not start or attempt to restart vehicle or electric equipment.*
- 2. Evaluate the area by foot and caution others to stay away from the area.*
- 3. Do not attempt to extinguish a natural gas fire, call 911 and the Facilities Maintenance Office at 318-274-6162, if before 5:00PM or Campus Police at 318-274-2222.*
- 4. Do not attempt to operate any supply lines.*

How to report a supply line leak: Center Point Energy:

From a safe distance, call 911 and report the emergency, call the local gas company at 1-800-3254005, or call the Facilities Maintenance Office at 318-274-6162, if before 5:00PM.

What if I need to dig:

Before you dig, state law requires that you contact the Louisiana One Call Center by dialing 811. NO digging is allowed by anyone other than a licensed contractor or property personnel.

Contractors and excavators:

This is a closed loop master meter system. NO digging is allowed by anyone without prior permission of the Facilities Maintenance Department.

Police, Fire, and Public Safety:

The following suggestions are offered to police, fire and public safety officials in safeguarding the public in the event of a supply line emergency:

- 1. If you hear or smell a supply line leak, call 911 and report the location, call the Maintenance Office at 318-274-6162 or Campus Police 318-274-2222.*
- 2. If gas is not burning, avoid anything that might ignite.*
- 3. Be aware of wind direction and any potential ignition sources.*
- 4. Do not attempt to operate supply line valves.*

Contact Information:

If you have any questions or need additional information, please contact Calvin Wortham, Director of Safety and Risk Management at 318-274-3174 or 2419.