

**GUAM BEHAVIORAL HEALTH AND WELLNESS CENTER  
REVIEW AND ENDORSEMENT CERTIFICATION**

The signatories on this document acknowledge that they have reviewed and approved the following:

Policies and Procedure

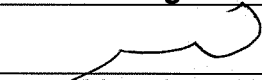
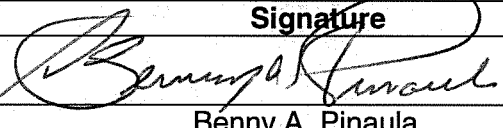
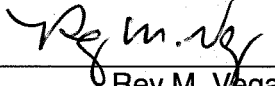
**Submitted by:** Edward B. Palacios


Protocol/Form

**Policy No:** AD-HS-07

Bylaws

**Title:** Emergency Preparedness: Utility Failure

<b>Reviewed/Endorsed</b>	<b>Date</b>	<b>Signature</b>
	6-07-17	
<b>Title</b>	<b>Name Title</b> Edward B. Palacios Program Coordinator III	
<b>Reviewed/Endorsed</b>	<b>Date</b>	<b>Signature</b>
	6/7/17	
<b>Title</b>	<b>Name Title</b> Benny A. Pinault Deputy Director	
<b>Reviewed/Endorsed</b>	<b>Date</b>	<b>Signature</b>
	JUN 08 2017	
<b>Title</b>	<b>Name Title</b> Rey M. Vega Director	

<b>GUAM BEHAVIORAL HEALTH AND WELLNESS CENTER</b>		
<b>TITLE:</b> Emergency Preparedness: Utility Failures	<b>POLICY NO:</b> AD-HS-07	Page 1 of 1
<b>RESPONSIBILITY:</b> Facility Operations		
<b>APPROVED BY:</b>  DIRECTOR	<b>EFFECTIVE:</b> JUN 08 2017	<b>LAST REVIEWED/REVISED:</b>

**PURPOSE:**

Staff will be able to respond specifically to situations involving power outages, and water failure/disruption.

**POLICY**

- A. Guam Behavioral Health and Wellness Center (GBHWC) shall ensure that essential services are not disrupted in the event of utility failure such as power outage, and water main failure. An emergency generator backup system and a water reservoir are readily available in the event of a power outage, and water failure/disruption.
- B. Emergency supplies shall be readily available and maintained at all sites owned, leased or operated by GBHWC to ensure essential services are maintained in the event of the utility failure. Employees are oriented to the location and use of emergency supplies at all sites.
- C. Each location shall have its own site-specific procedure to follow in the event of a utility failure. The procedure will be placed in the Facility Operations Policy folder in the policy repository and on site.

**RESPONSIBILITIES:**

Facility Operation Officer: shall be in charge and will coordinate the emergency arrangements.

**PROCEDURE:**

- A. Procedures in the event of power outage will address the following:
  - 1. Post outage procedure or notification.
  - 2. Safety of staff and consumers.
  - 3. Residential services will use back-up systems developed in the event of a power. outage and documented in their emergency plan.
- B. Procedures in the event of water main failure or loss of water supply will address the following:
  - 1. Location of water shut-off valves
  - 2. Emergency contact procedures

**REFERENCE(S):**

**RELATED POLICY (IES):**

**SUPERSEDES:** Title; Policy No.; Effective Date/signature date; Approving individual's name

