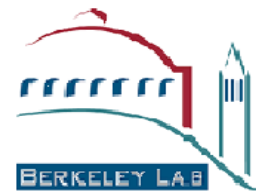


# Updates

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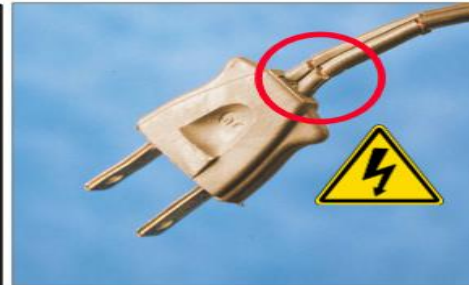
- **COVID**
  - **Alameda in Low**
  - **No change to the lab's isolation / quarantine policy**
- **Truck Traffic**
  - **Increasing around B070/070A**
  - **Crane Work**
    - **April 5 & 8**
  - **Parking Restrictions will be in place**
- **Two Lab Security Breaches**

# Office Inspections



## CORDS

- No damage to cord insulation
- Should lay loosely on the floor, not strung tight, stretched or hanging in midair
- No zip ties or staples (velcro ok)
- No trip hazards
- No sharp edges or pinch points
- Not run through walls, ceilings or floors, or under carpets or rugs (doors and windows ok if short term and protected from damage).
- Sit/stand desk not pulling on cords
- All plugs seated firmly
- No extension cords (for temporary use only)



Damaged cord



Unseated plug



Trip Hazard



Cord through wall

## LISTING

- Use only listed (NRTL approved) office equipment
- Look at the label, the most common are UL, CSA and ETL (not CE)
- Unlisted equipment should not be used, replace with listed devices.
- Check laptop power supplies, phone chargers, lamps, etc.



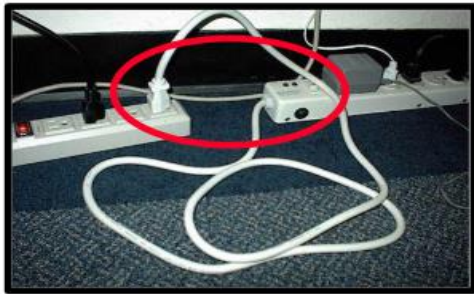
Unlisted power supply



Listed power supply



# Office Inspections



Overloaded RPT



RPT connected to another RPT



Overheated RPT



## POWER STRIPS

*Also called Relocatable Power Taps (RPTs)*

- Maximum load of 12 Amps total
- High current items (>5 A or >600W) plugged into wall outlets only
- Do not connect one RPT into another RPT. Get one with a longer cord if needed.
- Do not mount with zip ties, must be able to unhook without tools

*Also see Field Guide 21*



Electric Kettle



Toaster Oven



Toaster



Coffee Machine



## Earthquake Restraints

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What items really need earthquake restraints?

- Items must be restrained if they are located on a surface 4 feet or higher from the floor and will either block egress or injure someone if it fell.
- Open shelves above 4 feet must have a 3/4" high lip or applied device (bar/chain) that restrains objects on the shelf.
- All bookcases, filing cabinets, racks, shelves, and storage cabinets that are more than 4 feet tall must be secured regardless of location.



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# Questions?

