

3. Regardless of the water category, if the incident is left unattended, micro-organisms will amplify with the passage of time (i.e., category 1 water incidents can turn into category 2 & 3 water incidents with time). Drying should occur within 24 - 48 hours.

Insurance Issues:

1. Sometimes the structure and contents cannot be returned to pre-loss condition (e.g., porous materials wet with category 2 or 3 water). In these cases, the responsible party must complete a UA Property Loss Report Form, gather documentation and arrange for repair or replacement of damaged or lost property. If criminal activity is involved (i.e., vandalism), a Police Report must be filed with UAPD.
2. All claims for loss involving U of A property must be forwarded to RM&S for processing. RM&S reviews claim documentation for completeness, and forwards the claim to State Risk Management for adjusting. Adjusters review the loss and make a recommendation for either payment or denial of the claim. If approved, claim payments are received centrally by the Bursar's Office and then distributed by RM&S to the department where the loss originated via journal entry. Copies of these forms are available at the RM&S URL (*see end of flier*).

References:

(available for viewing upon request)

IICRC S500 Standard and Reference Guide for Professional Water Damage Restoration, 2nd Ed., Institute of Inspection Cleaning and Restoration Certification, 1999.

Restorative Drying – The New and Complete Guide to Water Damage Restoration, Dri-Eaz Products, Inc., 1999.

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Safety, Insurance & Indoor Air Quality With Regard to:

Floods, Roof
Leaks, Sewage
Backflows, Utility
Pipe Failures,
etc. (i.e., water
infiltration into
buildings)

Here are
some things
to know should
they occur

THE UNIVERSITY OF
ARIZONA[®]
RISK MANAGEMENT & SAFETY

Things To Know When Floods, Roof Leaks, Sewage Backflows, Utility Pipe Failures, Etc., Happen

Proper building design and maintenance can prevent most water infiltration into buildings. Unfortunately, sometimes it occurs. Appropriate response to these incidents can mean the difference between a minor inconvenience and irreversible and long-lasting damage, thus significantly raising the restoration cost and the potential for subsequent serious indoor air quality problems.

When water infiltration events happen, follow these common sense guidelines to contain costs, minimize the potential for subsequent indoor air quality problems and above all, for safety:

Prompt Reporting Is Essential:

1. Promptly report water infiltration events to your facilities management department, when discovered. If possible, include information on the source and approximate quantity of water, the affected area and materials, and whether or not the source has been controlled.
2. Water migrates in all directions – horizontally from the source, through holes, cracks and crevices in the floors and between walls to lower levels. Water wicks vertically up walls, framing and insulation. The damage grows until the water is stopped, extracted, and drying procedures are implemented. Time increases the potential for primary structural damage, secondary humidity damage, microbial growth, and possible subsequent indoor air quality problems.

Occupant Safety Concerns:

1. Be extremely careful of wet, slippery floors, which are the greatest cause of accidents after water damage.
2. In the case of sewage backflows, please don't enter the affected area or attempt any cleaning or removal of affected materials until after decontamination.
3. Be mindful of potential electrical hazards. Water and electricity are not compatible. When in doubt, request an electrician to inspect for electrical safety.
4. Be aware that the structure may be in a weakened condition after water damage and may collapse (e.g., falling ceilings).
5. Within the limits of the above advice, take necessary steps to prevent further damage or loss.

Water Source Identification:

1. The category of source water determines to a great extent the response by the facilities management department or outside restoration contractor. There are 3 categories of water – 1) clean water, 2) grey water and 3) black water.
2. Category I water (clean water) originates from a source that does not pose substantial harm to humans (ex. broken water supply lines, tub or sink overflows, falling rainwater, broken toilet tanks).

3. Category 2 water (grey water) contains a significant level of contamination and has the potential to cause discomfort or sickness if consumed by humans (ex. dishwasher and washing machine discharge, overflows from toilets with some urine (no feces), broken aquariums).
4. Category 3 water (black water) contains pathogenic agents and is grossly unsanitary (ex. sewage, toilet backflows that originate beyond the trap regardless of visible content or color, ground surface water).

Response Actions:

1. The response which should be taken by the facilities management department or restoration contractor are based on the category of water. A different procedure exists for category 1 water and category 2 & 3 water. Consult the IICRC Guidelines (see "References" section at the end of flier) or Risk Management & Safety for response specifics.
2. Both procedures involve drying (excess water removal, evaporation, dehumidification and temperature control), structural and content restoration, monitoring (moisture content) and final inspection (to confirm that structure and contents are returned to pre-loss condition). Disinfection may also be necessary for category 2 & 3 water.