

Prepare for Winter Challenges

How Many Weeks Until Spring?

Winter Came Early

This newsletter was supposed to be distributed prior to temperatures in our area reaching the freezing point, which typically occurs in January and February. The freeze of December 2022 was unusual, to say the least. We normally do not see temperatures that low in December and we typically do not see temperatures that low stay around for that long. The temperature in our area was below freezing for over 72 hours.

As evidenced in Cudworth Hall, Shelby Biomedical Research, Volker Hall, Blount Hall and other UAB buildings on December 24th, extended periods of low temperatures can wreak havoc on water lines.

As unexpected as a December deep freeze event may be, the **UAB Facilities Division** was prepared to respond. While many were enjoying a long holiday weekend, maintenance employees and building engineers were busy locating ruptured pipes, stopping the flow of water, assessing damage, beginning the process of drying the buildings, and working to restore critical building systems to a functioning state. There are too many to name individually but, from Risk Management, thank you for your efforts, your service, and your sacrifice over the holiday weekend and beyond!

Report Premises Hazards to UAB Facilities

The December freeze event will likely not be the last time we see freezing temperatures this winter. Be prepared to respond to the presence of ice on sidewalks, parking lots, and parking decks around your building.

If you notice ice, submit a service request by calling **934-WORK (9675)** or submitting a service request online at: <https://www.uab.edu/facilities/request-services>

If you are able to place a cone or a caution sign near the ice to alert others of its presence, please do so.

Submit Claims Related to December 24th Freeze Event Using Online Portal

In an effort to make the submission of claim documents easier and in order to keep expenses organized by building, the Office of Risk Management created an online claim submission portal using SmartSheet. Access the portal by clicking [this link](#) or visiting: <https://app.smartsheet.com/b/form/b280c3a1517d4df5b8f9207b14a34036>

For additional information and resources, visit the Risk Management website at :

www.uab.edu/riskmanagement

Property Damage Response Tips

Discovering that your building or work area has been inundated with water or experienced some other loss is not the way anyone wants to begin the workday. Unfortunately, it happens, so preparation for the response and recovery is critical.

Every property loss is different and presents unique challenges. The following guidelines can and should be adjusted to address the particular characteristics of a loss.

Immediately upon realizing or receiving notification of a loss event, the department should:

1. Report the event to the necessary personnel (i.e., fire, police, maintenance).
2. Take the necessary steps to prevent further damage or loss (evacuate the area if necessary, move/cover equipment, etc.).
3. If possible, take pictures of the area before doing any repairs or removing any furniture or equipment.
4. Establish a ledger account to capture all costs associated with the loss, including overtime, cleaning supplies or services, and temporary repair costs.

For additional response and recovery information and tools, visit the Risk Management website at:

www.uab.edu/riskmanagement