

Tsinghua University Self-checklist for Typhoon Prevention

The **KOINU** typhoon is approaching. All departments (units) are requested to conduct preventive self-inspection for the following self-inspection items. If there are any deficiencies, please make improvements. After improvement, please check again to avoid typhoon damage.

Check item :

1. ☐ Are roofs, balcony drains, gutters cleared and free from fallen leaves or debris?
2. ☐ Have the drainage ditches around the building been dredged?
3. ☐ Is the Uninterruptible Power System (UPS) functioning properly?
4. ☐ Are operators designated for emergency generators, water pumps, waterproof gates and other facilities?
5. ☐ Do you need sandbags?
If you have any related needs, please inform Mr. Gu Yucheng of the affairs department in advance. The pick-up location is at the Wang Hong Hall. Mr. Xu's extension number is 03-5715131#75304)
6. ☐ Are the doors and windows intact? If damaged, has it been reported for repair?
7. ☐ Has the water, electricity, gas, etc. of non-essential equipment been turned off?
8. ☐ Are the doors and windows closed? Please pay special attention to the basement transom must be closed!
9. ☐ Other matters related to building safety. (For example, to remind professors that the doors, windows and balconies of the research room or laboratory are closed).
10. ☐ Have you informed the emergency contact person of your unit to the stationed police force?

11. ☐ Have all the above items been checked and confirmed without any omissions?
12. ☐ Can the water pump operate normally? ----- ☐ No such item.
13. ☐ Can the waterproof gate be assembled smoothly? ☐ No such item.
14. ☐ Is the backup emergency generator functioning properly for testing?----- ☐ No such item.
15. ☐ Has enough fuel been added to the backup emergency generator? ----- ☐ No such item.

Unit inspector : _____

Inspection date and time : _____

Unit supervisor : _____

If there is any emergency situation, you can use the 24-hour contact phone number to get assistance.

Typhoon Command Center (located at the stationed police force) : 33333

Finally, please remind all personnel not to park vehicles in low-lying or flood-prone areas, underground parking lots, or under trees to avoid the risk of heavy winds, heavy rain, or power outages causing the vehicles to be submerged or damaged

General Affairs Office thanks you for your cooperation!