

Make an inventory and report damaged equipment, infrastructure, and salvagable documents and materials.



Get clearance from the CPDMO or authorized personnel before turning on the electricity.



Help clean-up.

BEFORE FLOODING OCCURS:



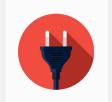
Store food that need not to be cooked and with clear expiration date.



Store potable water and emergency items such as candles, flashlights, etc.



In high risk areas, store all important documents, equipment, and other materials in high places.



Always remove the plugs in electric sockets before leaving the office at the end of the day.



When experiencing flood

WHAT TO DO DURING FLOOD

WHILE IN UPM-PGH PREMISES



DURING THE FLOOD

WHEN INDOORS:



Secure all important documents, equipment and other materials to higher places.



Do not go out of the building. Proceed to higher floors.

Drink only potable water. Eat safe, well-cooked food.

If necessary, turn off electrical supply. disconnect electronic devices from sockets if reached by the flood.



If you need to evacuate, find a safe route free of floodwater. if none, wait for assistance.

Secure the building by closing all doors and windows, and turning off electricity before leaving.



WHEN OUTDOORS:



Plan your movements and go to the nearest high building area.



Look for a route that is free of floodwater. if none, make sure your feet are protected when walking on flooded areas.



Clean your feet as soon as you reach your destination.