Information
Natural Gas Leaks

Applicability
This procedure applies to University Employees (administrators, faculty, and staff).

Administrative Authority
Chief Operating Officer - COO

Responsible Unit
Facilities - Physical Plant Operations
University of Louisville
2215 S. Brook St.
Louisville, KY 40292
502-852-6241
phyplant@louisville.edu

History
Revision Date(s): September 27, 2021
Reviewed Date(s): September 27, 2021; January 24, 2025

Categories

Reason for Procedure:
Many buildings use natural gas for space heating, water heaters and/or gas appliances.

Statement:
The following procedures should be followed when aware of a natural gas leak:
Large Leaks

- Evacuate the building immediately.

- Immediately notify the co-workers in the area first and then other people in the building.
- Notify Public Safety at 502-852-6111 or 911 and Physical Plant at 502-852-6241. Physical Plant may shut down HVAC to prevent the spread of natural gas through the cooling/heating system.
- Evacuate the building by either activating the fire alarm or by word of mouth. Building occupants should leave the area immediately, closing any doors as they leave. Any occupant who comes into contact with a student or visitor should direct them to take appropriate actions.
- Building occupants shall meet in the area identified as the gathering place.
- Personnel that are involved with a laboratory experiment or process shall take steps to stop the experiment or process to prevent additional accidents if it is to be left unattended.
- Building occupants **should NOT** attempt to stop the leak.

Small Leaks

- Any person who becomes aware of a smell that they identify as natural gas (rotten egg smell) shall immediately call Public Safety at 502-852-6111 or 911.
- Notify co-workers in the area.

Definitions:

Gas leaks can be divided into two types, large and small:

Large gas leak - will be obvious with the release of gas in large quantities usually producing noise from the leak location and extremely strong odors. In most cases involving a large leak, the origin of the release will be obvious (i.e., a malfunctioning valve, or a witnessed breach of a gas line). This type of release would be uncontrolled at the leak location.

Small gas leak - can be identified as a gas odor, may be transient, and is smelled by building occupants. Typically, this type of release is from an unknown origin, and is detected only by the smell of gas.