

STATE OF MARYLAND

**Department of Public Safety
And Correctional Services**



PATUXENT INSTITUTION

Directive

**PID # 70-02 Emergency Power &
Equipment**

DATE: 7/1/2002

SUBJECT: Engineering & Maintenance

- I. REFERENCE: PID 110-3 - Emergency Operations Plan
MCCS .01 Security and Inmate Control - C. Emergency Security Plans
- II. PURPOSE: To ensure that the Institution has emergency power and equipment.
- III. DEFINITIONS: None
- VI. POLICY AND PROCEDURE: It is the policy of Patuxent Institution to insure that the Institution has equipment necessary to maintain essential lights, power and communications in an emergency. This Institution must be protected by emergency electrical power supplies and emergency communications at all times.
 - A. All emergency equipment will be tested at least semi-annually. Repairs or replacements will be made by the assigned agencies or departments as indicated above. Equipment included, but not limited to these checks, will be stand-by lighting, batteries, power generators, fire-fighting apparatus, communication systems and alarms.
 - B. Patuxent Institution's Maintenance Department has the responsibility to ensure that all required preventive maintenance and contract maintenance is scheduled and performed on all the emergency generators and allied component equipment.
 - C. Emergency Generator Load Testing:
 1. A Load Test will be performed on each Emergency Generator by operating the test switches located at each Automatic Transfer Switch (ATS). The test will be done every Tuesday.
 2. A Preventative Maintenance System Facility report for each Generator will be filled out completely and forwarded to the Maintenance Supervisor. The Maintenance Supervisor will send a copy to Warden's Office.
- V. Appendix: A - Preventive Maintenance System Facility Report
- VI. RESCIND: PID 70-2 dated 8/31/1995

Randall S. Nero, Ph.D.
Director

Distribution A