

INDUCTION CHECKLIST

UFV IT SERVICES RESTRICTED ACCESS AREAS

Prior to entering UFV IT restricted access areas

Pursuant to SOP# 1-ADM-34 IT Please note the following cautions and directives for rooms Abbotsford B157, B104, CEP A0026, T1127.

CAUTIONS AND WARNINGS:

- Door access requires 2 factor authentication (card + pincode). Temporary access is only available under escort by an authorized user. SOP# 1-ADM-34 IT .
- Doors are alarmed. If held open more than 30 seconds a silent alarm will result in an on-site security response. Keep doors closed except for entry/egress.
- Inside the main door (Abbotsford B157, CEP A0026, T1127) is an emergency power shutoff switch with a removable cover and turn-key. This shuts down power to the entire data centre. **DO NOT TOUCH**
- The Liebert cooling unit (B157) is a critical system. Only authorized personnel from UFV or qualified service technician should access the controls.
- The Uninterruptible power supply (B157, A0026, T1127), is a critical system running high voltage. Only authorized IT personnel, or a service technician should touch the controls or open the units.
- Beware of high voltage in the overhead busway over the racks and in feeds from UPS. (ABB B157, CEP A0026).
- Beware of high voltage in the main breaker panel and contactor. Breakers or contactor should only be operated by authorized IT personnel or electricians doing pre-approved repair or maintenance.
- In-room fire suppressant is an extreme last resort and should