Appendix 5: Property services severity ratings

Upon being made aware of an incident involving the University, its infrastructure or systems, a decision should be made based on the severity of the incident:

Table 1: Severity Ratings

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| --- | --- | --- | --- |
| **Type/Rating** | **1** | **2** | **3** |
| **Terrorist Threat** | Any threat received or discovered |  |  |
| **Life safety systems** | * Any fire (however minor) * Activation of fire suppression systems | * Complete fire alarm or fire suppression system failure | * Fire alarm activation |
| **Health &Safety** | * Death of employees/students or third parties * Any event causing more than one person to be detained in hospital overnight * Any event which has (or may) severely affect the health, safety and security of University staff/students | • Major injury of employees/students or third parties  • Employee/student taken to hospital due to incident | * Minor injuries of employees/students or third parties |
| **Reportable disease outbreak** | * More than two cases which requires public health intervention | * One case which requires enhanced cleaning measures and monitoring |  |
| **Gas** | * Building closure due to gas leak | * Gas leak * Loss of supply of gas |  |
| **Electricity** | * Electricity supply failure to critical areas | * Partial (e.g. multiple floors) building power failure | * Localised power failure (i.e. single floor) |
| **Water** | * Major flooding (to more than one floor) * Water supply failure (tanks ¼ full) | * Moderate flooding to a single floor * Water supply failure (tanks ½ full) | * Localised flooding (i.e. to a ground floor) * Water supply failure (>1 day) |
| **Heating, Ventilation & Cooling** | * Cooling lost to IT/Comms Rooms (> 1 hour) | * Cooling lost to IT/Comms rooms | * Loss of cooling to building * Loss of heating |
| **Building Fabric** | * Major structural damage |  |  |
| **Environmental** | * Any uncontrolled release of toxic or hazardous material to the air, water, ground or surrounding environment that extends beyond the property line | * Any uncontrolled release of toxic or hazardous material to the building environment | * Minor spillage of hazardous materials |
| **Security Systems** | * Access Control/CCTV System failure |  |  |
| **Lifts** | * Complete lift failure | * Lift entrapment |  |
| **Catering & Vending** | * Malfunction of multiple vending machines * Unable to provide catering facilities |  |  |