

## Hurricane Preparation Plan LIGO Livingston Observatory

The provisions of this Plan will only go into effect at the direction of the Observatory Head or the Observatory Manager.

### GENERAL

- All office doors will be closed and the blinds lowered. In the event of a broken window this will help localize flying debris and/or damage.
- The grounds around the corner station will be checked and any lightweight items/debris, which may be blown by heavy winds, is to be removed and placed inside.
- All potted plants will be removed from the entrance way and placed into the multi-purpose room.
- Remove all umbrellas, trash cans, etc. from patio area and place inside the shipping and receiving room.
- Move the large trailer into the shipping bay.

### COMPUTERS

- Turn off all PCs.
- Shut down guest PC's (those not assigned to anyone in particular).
- Turn off all printers, then shut down the print server.
- ~~Shutdown the Sun Stations. It is imperative that proper procedure be followed when shutting down the Sun Stations, improper shutdown can cause damage to the hard disk. Proper shutdown procedure is posted on the wall adjacent to each Sun Station. Locations of the Sun Stations are as follows:~~
  - ~~Jullien's Office (Room 128)~~
  - ~~Computer Server Office (Room 131)~~
  - ~~Mass Storage (Room 165)~~
- ~~Shutdown racks in the Communication (Room 163) and Mass Storage Rooms (Room 165). Shutdown by turning off the power strip and/or off buttons on the UPS Systems.~~

The LDAS system is still TBD

## LASER

- Power down (turn off) laser in the PSL enclosure.
- Place LVEA in “Laser Safe” condition.
- Place End station (VEA) in “Laser Safe” condition.

## VACUUM EQUIPMENT

- Close all valves (with the exception of the annulus ion pump valves). This includes the 44” and 48” main valves, ion pump valves and any mechanical pumps that are running.
- Close the 48 inch gate valves at the mid-station.
- Close up and seal any vacuum chamber that is open.
- Shut down the purge air if operating.
- Shut down any re-circulating H<sub>2</sub>O systems that are operating .