

TO: Department Heads, Department Chairmen & Hospital Administration

DATE: May 2026

SUBJECT: Generator and Fire Service Recall Test: East Wing

The next monthly test is scheduled for **Wednesday, May 20, 2026.**

THE EAST WING GENERATOR TEST PROCEDURES ARE AS FOLLOWS:

- The test will be announced over the paging system at around 5:00AM.
- The emergency generators will be started between 5:00AM and 5:05AM and used as the source for the emergency power feed for approximately 60 minutes.
- Emergency power will be switched back to the electrical feed between 6:30AM and 6:45AM and the generators will be turned off.
- Completion of the test will be announced over the paging system.
- Users of emergency power will notice a series of sequential blinks at the beginning of the East Wing test (one per electrical zone) as each of the 21 emergency power switches is engaged. At the end of the test, all areas will blink nearly together as the switches return their respective areas to normal power.

If an unavoidable emergency arises close to the time that the emergency generator test is scheduled and you feel that a brief power interruption would be detrimental to patient care, immediately contact the Maintenance Operations Center at 4-4230.

The test, although intended to simulate an actual power outage, has been modified to keep the disruption to hospital services at a minimum. If an actual power outage occurs, the electrical circuits supported by the generator will be without power for 5 to 10 seconds except for those areas which have their own uninterruptible power supplies (operating rooms, etc.) Our recent experience suggests that a real power outage can be expected once a year. If you have equipment, processes, etc., that cannot cope with a power outage of this duration, your department should consider installing uninterruptible power supplies (UPS's).

If you have any questions or concerns regarding the test or the emergency power system, please feel free to contact Marc Dingle, Electrical Facilities Manager at 4-8923 or 680-323-1819.

Your continued cooperation in completing the code mandated emergency diesel generator test is greatly appreciated.

Thank you.