

## Fire Safety at Brown University - 2010

### ANNUAL FIRE SAFETY REPORT

In accordance with the Higher Education Opportunity Act, as amended in August 2008, Brown University, through this publication, is making available information regarding fire safety policies and procedures at Brown University, as well as fire statistics.

To view crime statistics, please follow this link to the Brown University Department of Public Safety website: [http://www.brown.edu/Administration/Public\\_Safety/news/reports](http://www.brown.edu/Administration/Public_Safety/news/reports)

#### Fire Statistics

In accordance with the Clery Act, Brown University is providing fire statistics for fires occurring inside Residence Halls for the last three (3) years. Information concerning fire incidents in Residence Halls within the past sixty days is available upon request by calling (401) 863-3462 or sending an email request to [fire\\_safety@brown.edu](mailto:fire_safety@brown.edu).

#### 2010 - Fire Statistics 1/1/2010 to 12/31/2010:

Address	Cause	Injuries	Deaths	Prop. Value
Barbour Hall	Unintentional: Cooking	0	0	\$ 0 (melted plastic fork)
219 Bowen St.	Unintentional: Cooking	0	0	\$ 0 (oven cleaning burned leftover food)
West House	Unintentional: Cooking	0	0	\$ 0 (pizza fell on oven element, no fire extension outside oven)

#### 2009 - Fire Statistics 1/1/2009 to 12/31/2009:

Address	Cause	Injuries	Deaths	Prop. Value
Barbour Hall	Unintentional: Cooking	0	0	\$ 27,797 (water damage due to sprinkler discharge)
Machado House	Unintentional: Smoking	0	0	\$100 (coat)
Olney House	Undetermined	0	0	\$ 0 (loose papers)

Barbour Hall	Unintentional: Cooking	0	0	\$ 10 (melted plastic)
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**2008 - Fire Statistics 1/1/2008 to 12/31/2008:**

Address	Cause	Injuries	Deaths	Prop. Value
Mead House	Undetermined	0	0	\$ 0 (trash room)
Machado House	Unintentional: Cooking	0	0	\$ 0 (dish towel)
Marcy House	Unintentional: Smoking	0	0	\$ 0 (trash room)

### **Student Resident Housing Fire Safety Systems**

All residence halls (dormitories) and program houses (fraternities/sororities, etc.) have full coverage sprinkler systems. In addition, each has a supervised fire alarm system that will automatically notify the Providence Fire Department and Brown Public Safety upon activation. Within the individual living units, in addition to the sprinkler heads, there are smoke detectors which sound only in that unit (referred to as local alarms). The fire alarm notification appliances installed in each building include combination horn/strobes in all common areas and mini-horn sounders in each sleeping space. Once smoke enters a hallway, stairway or other common space, the supervised fire alarm system will be activated and the police and fire departments will be automatically notified of the alarm. Fire alarm pull stations installed near stairways and at building exits are provided to allow manual activation of the fire alarm. Carbon monoxide detection is provided outside mechanical spaces and laundry areas. Fire extinguishers are provided in all residence halls.

### **Fire Drills and Student Evacuation Locations**

The purpose of a fire drill is to raise fire safety awareness in the Brown community. Building occupants are trained in their responsibilities in the event of a fire alarm in their building. When the evacuation drill is conducted, the fire alarm is activated. Occupants evacuate the building proceeding to the assigned evacuation location as designated in the Emergency Action Plan (EAP) specific to each building. The evacuation location for each residence hall is posted on the back of each residence hall door and at various locations near exits within the building. Students can access and print The EAP from the Environmental Health and Safety website.

Fire drills are conducted four (4) times per year in each residence hall as required by ***Rhode Island Law, Title 16, Education, Chapter 16-21 Health and Safety of Pupils.***

Two (2) fire drills are conducted in the fall semester and two (2) drills are conducted in the spring semester. Additionally, fire drills are held for each of the summer school sessions. In 2010, two (2) fire drills were conducted between the months of March and April, and two (2) drills between September and October. The obstructed exit drill was done in October. Also, every sports camp and educational seminar during the summer season has a minimum of one (1) fire drill.

If a fire occurs in a residence hall, displaced students will be provided with alternative housing by the Office of Residential Life. Personnel from that office are on call 24 hours a day to ensure quick re-housing of displaced students.

## **Fire Prevention**

The following is a list of prohibited items/practices in the Residence Halls:

- Posters and wall hangings are prohibited in hallways and stairways. Glass-covered bulletin boards are provided for this purpose.
- Flammable liquids such as lighter fluid or gasoline are prohibited in all Residence Halls.
- The use of any extension cord without a built in surge protector, such as U/L listed 15- amp power strips equipped with a circuit breaker, is prohibited.
- Halogen lamps are prohibited in all Residence Halls.
- Candles and all open flames are strictly prohibited. There is a \$100 fine per candle if discovered.
- The use of incense is not allowed.
- The following portable electrical devices are prohibited in Residence Halls: toasters, toaster ovens, grills, hot plates, rice cookers and any other cooking device with an open element or open flame, unless stored/used in the building kitchen area(s).
- Space heaters are prohibited.
- Gas grills and propane tanks are not allowed inside any Residence Halls.
- Smoking is prohibited in all Residence Halls. Within the State of Rhode Island smoking is prohibited in any commercial building.
- Tapestries and canopies cannot be larger than 40 x 40 inches and must be at least 12 inches from an electrical outlet. Tapestries cannot cover sprinkler heads, smoke detectors, or lights.

## **Fire Safety Education & Training: Fire Safety Policies**

### Information and Education

Brown University Fire Safety personnel, in partnership with the Brown Department of Student Life, provides fire and life safety information, including quiz questions for the on-line student tutorial which first-year students must complete prior to arriving at Brown. Fire Safety personnel attend the annual Orientation Resource Fair where they provide written fire safety information and speak with students and parents. In conjunction with Brown Public Safety and other departments, Fire Safety personnel participate in the Safety Fair for all students held within the first 45 days after Orientation. In addition, Fire Safety personnel take any opportunity offered to reach out and to encourage students to be knowledgeable about fire safety procedures and practices.

Upper-class students requesting to live off-campus are required by the Office of Residential Life to take an on-line safety tutorial before permission is granted. This on-line tutorial contains life and fire safety information.

Through the use of the University's televised bulletin board service installed in popular student gathering spaces, the Fire Safety staff provides different fire safety facts each week of the academic year under the "Did You Know..." program.

Brown University's Fire Safety staff offer the following training programs to inform and train students, faculty and staff on risk-reduction strategies.

### Emergency Action Plan Training

Staff, including residential community directors, summer residential directors, dining staff, facility management staff, and laboratory students are required to take this training which consists of a single 60 minute session presented by Environmental Health & Safety staff. This training is tailored to the audience, focuses on topics related to emergencies both inside and outside of buildings. The topics include: Emergency evacuation procedures - Reporting emergencies - Emergency evacuation locations - Personnel accountability - Fire prevention awareness - Fire extinguishers and their use - Emergency medical procedures - Shelter-in-place procedures - Hostile Intruder procedures - Emergency communications – Building-specific information.

An on-line version of this training is also available for the entire Brown community.

### Hands on Fire Extinguishing Training

Using the Bullex® live fire training simulator, Fire Safety staff present hands-on fire extinguisher training at various times throughout the year. This training is offered to

faculty, staff and students. After a short lecture on the proper use of fire extinguishers, students extinguish a live fire with a water extinguisher.

## **Reporting a Fire**

### Policy on Discovering a Fire

All Brown employees and students are to adhere to the following policy upon the discovery of a fire:

- 1). Close door, if possible.
- 2). Activate the nearest fire alarm pull station to alert building occupants.
- 3). Proceed out of the building to the building's evacuation location using stairwells, not elevators.
- 4). Call the Brown Public Safety emergency line by cell phone (401-863-4111) or use one of the strategically placed Emergency Phones (pedestal phone yellow in color with a blue light above) to report location of fire directly to the Brown Department of Public Safety.

### Policy upon discovery of a fire that self-extinguished

All Brown faculty, staff and students should immediately call Brown Public Safety (401-863-4111) when they discover a fire that has self-extinguished. The responding Officer will take a report and notify the Fire Safety Officer on call.

## **Campus Fire Safety: Authority and Jurisdiction**

The Brown Fire Safety staff is not certified by the State of Rhode Island Fire Marshal's Office to enforce the Rhode Island Fire Code. This is in accordance with state policy. The Providence Fire Department Fire Prevention Bureau has the responsibility for inspecting all property within the City of Providence, including Brown owned buildings. The Brown Fire Safety staff have extensive knowledge of fire safety regulations. They conduct monthly inspections of all Residence Halls on campus, annual inspections of all Brown owned off-campus student housing, and inspections of all University owned buildings. Fire Safety personnel also review construction plans to ensure Brown University maintains compliance with all applicable life and fire safety codes and ordinances. The office personnel work in tandem with the Providence Fire Inspectors when they are on campus inspecting our buildings. Students are subject to discipline and fines for violations of fire safety rules through the Brown's Code of Student Conduct system.

## **Brown University Environmental Health & Safety: Fire Safety Office**

Brown University Fire Safety personnel are on duty during the usual five (5) day administrative work schedule. A Fire Safety Officer is on call 24 hours a day, seven days a week. The fire safety staff is comprised of two (2) full time members who have extensive backgrounds in the fire service. They are assisted by three (3) part time members who handle specialized tasks including inspections. The Fire Safety staff is part of the Office of Environmental Health & Safety.

The Fire Safety staff offices are located at 204 Meeting Street inside the Champlin Residence Hall. Their direct phone number is (401) 863-3462. The Department of Public Safety Communication Division handles emergency dispatching for all campus emergencies. The emergency phone number is (401) 863-4111.

### **Event Safety**

The Office of Environmental Health & Safety has developed an Event Safety Program and Event Safety Checklist which both students and staff are required to follow for any gatherings of 50 or more persons on campus. The purpose of this program is to define policies and procedures that will ensure compliance with Rhode Island Uniform Fire Code requirements and enhance fire safety for events that occur inside Brown University buildings. The individual sponsor, or a representative of the sponsoring organization, must review this policy prior to the event and assure compliance with the specified procedures before and during the event. The procedures require familiarity with the University's Emergency Action Plan and use of the Event Safety Program Checklist. These two (2) documents assist in the planning of the event, describe the use of safe decorations, detail the required steps that must be taken to ensure building safety prior to the start of the event and actions that will help to prevent overcrowding and other unsafe conditions during the event. The use of pyrotechnic devices is prohibited.