



# Castleton University

## Annual Fire Safety Report 2017-18

### Overview

The Higher Education Opportunity Act (Public Law 110-315) became law in August, 2008, requiring all United States academic institutions to produce an annual fire safety report outlining fire safety practices, standards, and all fire-related, on-campus statistics. Every institution that maintains on-campus student housing shall publish an annual fire safety report. This is the annual fire safety report for Castleton University.

### Report

In calendar years 2015 and 2016 there were no intentional, unintentional or undetermined fires. In calendar year 2017 there were no intentional or undetermined fires. In calendar year 2017 there was one unintentional fire caused by an overheated laptop computer in Adams Hall located at 139 University Drive, Castleton VT 05735 with \$15,000 in value of property damage with no injury or death resulting.

### Report Availability

The Castleton University Department of Public Safety makes the Campus Safety and Security Annual Report and Annual Fire Safety Report available to all students, prospective students and employees. The report is distributed by posting it on the University website ([www.castleton.edu/publicsafety](http://www.castleton.edu/publicsafety)). Castleton also distributes a notice of availability to all current students and employees via email. Additionally, the Department of Public Safety provides a paper copy of the report, upon request.

### Fire Safety Policy For On Campus Residents

1. All residents are responsible for attending and participating in Fire Safety Workshops led by Community Advisors during the academic year. Students are responsible for following all fire safety codes and must cooperate in removing any reported violations and evacuating the building in a timely manner.
2. Fire alarm systems and firefighting equipment are in place for the occupant's protection. Any tampering with or misuse of this equipment is prohibited and is in violation of the law.
3. Firecrackers, gasoline, incense, or other highly combustible items are not permitted in residence halls and apartments. Candles are permitted in apartments but not in residence halls.
4. Food preparation is permitted in designated areas of the residence halls and apartments. The cooking of food and the use of electrical appliances (i.e., toaster ovens, microwave ovens, heating coils, electric griddle, etc.) are prohibited in student rooms.
5. In instances where electrical outlets are required in addition to those fixed structural outlets within the space, the following definition of an extension cord is acceptable: The extension cord must be a device recognized by a nationally recognized independent testing laboratory such as Underwriters Laboratories, Inc. and be generally referred to as a "temporary power tap." This tap should have no more than six outlets, no less than a 14 gauge supply cord and contain an independent circuit breaker of no greater capacity than 15 amps.
6. The use of halogen lamps is strictly prohibited in residence halls and apartments.

7. Partitions, room dividers, are prohibited. Under no circumstance should furniture restrict free and easy movement within the room.
8. The University reserves the right to require furniture or furnishings to be removed from any room when it determines the situation to be a fire, safety, health, or housekeeping hazard (Including but not limited to: ceiling fans, window air conditioners, and full size refrigerators).
9. All residence halls and apartments are subject to periodic fire inspections. Violators of Fire Safety Codes may be responsible for any and all fines as a result of the violation (i.e. The State of Vermont's Department of Public Safety, Division of Fire Safety).
10. Buildings must be evacuated when a fire alarm sounds unless previous notice was provided by a University official indicating that the alarm will be tested and evacuation is not necessary.
11. Smoking is prohibited in all residence halls and apartments.

### **Fire Safety Systems**

<u>Building</u>	<u>Sprinkler</u>	<u>Monitored Fire Alarm</u>	<u>Drills in 2017</u>
Adams	yes	yes	2
Audet	yes	yes	2
Castleton	yes	yes	2
Ellis	yes	yes	2
Haskell	yes	yes	2
Morrill	no	yes	2
North	yes	yes	2
South	yes	yes	2
Wheeler	no	yes	2
Hoff	yes	yes	2
Foley Apts	yes	yes	0
Gryphon Apts	yes	yes	0

**Additional Fire Safety Systems** – in addition to those listed above, all units have heat sensors, smoke detectors, CO<sub>2</sub> detectors and fire extinguishers.

**On Campus Fire Drills** – Each semester the Department of Public Safety and the Office of Residential Life conduct fire drills in the residence halls. Additional fire drills are conducted for various programs that reside on campus during the summer.

**Fire Inspections** – Castleton's Facilities Services inspects every building, including residence halls, annually. In addition Residence Life staff members inspect campus housing several times throughout the academic year, including opening (August), fall break (October & November), spring break (February & April), and closing (May). Students are provided instructions on the University's expectations for the condition of their room during each break, and Residential Life staff follows up to confirm completion.

**Reporting a fire** – Anyone reporting an active fire should pull the fire alarm and then contact Castleton's Department of Public Safety at 468-1215 or by calling 911 immediately. Everyone should evacuate the building immediately and move to a safe location. Everyone is required to exit the building when the fire alarm is activated, and people who refuse to comply will be subject to disciplinary or legal action. If you discover evidence of a fire that has been extinguished but was not reported to the

University, you need to contact Keith Molinari, Director of Public Safety, so that an investigation can begin. Castleton is required to disclose statistical data on all fires that occur in on-campus student housing facilities

**Evacuation Procedures** – Emergency procedures are posted in all buildings on campus, including all residence halls. A minimum of two drills are held annually in the residence halls. These procedures include evacuation procedures and recommended assembly points.

**Fire Log** – The Department of Public Safety maintains a fire log that includes the nature, date, time and general location of every fire that occurs in campus student housing areas. Entries or additions to the log must be made within two business days of receipt of information. The log is available for the most recent 60-day period for inspection during business hours. Older portions of the log will be made available within two business days of a written request for public inspections.

### **Definitions**

**Fire** – Any instance of open flame or other burning in a place not intended to contain the burning or when in flame is present in an uncontrolled manner.

**Fire Drill** – A supervised practice of a mandatory evacuation of a building in case of a fire.

**Fire-related injury** – Any instance in which a person is injured as a result of a fire, including an injury sustained from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of a fire. The term “person” may include students, faculty, staff, visitors, firefighters, or any other individuals. For the purposes of this report the injuries sustained must have resulted in treatment at a medical facility, which includes the Castleton University Wellness Center.

**Fire safety system** – Any mechanism or system related to the detection of a fire, the warning resulting from a fire, or the control of a fire, including: sprinkler or other fire extinguishing systems, fire detection devices, smoke alarms, devices that alert one to the presence of a fire (i.e., strobe lights), smoke-control and reduction mechanisms, and fire doors and walls that reduce the spread of fire.

**Value of Property Damage** – The estimated value of the loss of the structure and contents, in terms of the cost of replacement in like, kind and quality, including contents damaged by fire, related damages caused by smoke, water, and overhaul. However, this term does not include indirect loss, such as business interruption.

	<u>Categories of Fire</u>		
	Unintentional	Intentional	Undetermined
2015	0	0	0
2016	0	0	0
2017	1	0	0