

Auburn University
Department of Risk Management and Safety

Fire Safety Annual Report 2008



Message from the Program Manager

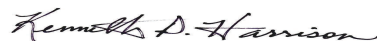
According to the Center for Campus Fire Safety, “nationwide, from 2000 to present, there have been 69 fatal fires. Of these fires, 56 fires have occurred in off-campus housing claiming 80 victims; 7 fires have occurred in on-campus building or residence halls claiming 9 victims and 6 fires have occurred in Greek housing claiming 10 victims.” I am happy to report that there were no fire fatalities or fire related injuries on campus during 2008.

This report will provide you with valuable information of the services provided by the Fire Safety staff. You will be pleased to see that we have demonstrated progress in most every area of responsibility. The quality of service you expect and deserve is surpassed only by the goal of each Fire Safety member to continuously search for better ways to serve the University community in the most efficient and effective means possible. We will continue to work diligently to meet the challenges and goals of the coming year to ensure a fire-safe and code-compliant campus.

I encourage you to partner with us in keeping Auburn University fire safe. Through strong, aggressive efforts in fire safety we have the opportunity to make change now and in the future.

If you have questions regarding fire safety or are interested in fire safety education and training, please feel free to contact me at harik7@auburn.edu.

Thank you,



Kenneth D. Harrison
University Fire Safety Program Manager

Mission Statement

To ensure the safety and welfare of University students, faculty, staff and visitors, protect the University’s infrastructure, and minimize disruption of academic programs through fire prevention and life safety code efforts.

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Program Staff

Kenneth D. Harrison, Fire Safety Program Manager
Anthony Gilmore, Fire Safety Inspector (part-time)
Keith Gilmore, Fire Safety Inspector (part-time)

Risk Management Information

Campus Size	1840 Acres
Student Population	24,530
Faculty	1,176
Staff	8,846
Value of Property Protected	\$2.16 Billion

Major Accomplishments

While the following initiatives are job responsibilities, the increases indicated were accomplished with the same number of staff positions, represent an increase in performance and overall productivity and reinforces the commitment the Fire Safety staff has to ensuring the safety and welfare of the faculty, staff, students, visitors and that our infrastructure is not compromised.

- Increased the fire and life safety plan reviews of new construction and renovation projects by twenty-seven (27) percent.
- Increased the number of fire and life safety inspections of existing buildings by twenty-eight (28) percent.
- Due to a five (5) percent increase in the number of water-based fire protection systems installed this year, the responsibilities and oversight required by the Fire Safety Program for the inspection, testing and maintenance of these systems, increased by eight (8) percent.
- Due to a thirty (30) percent increase in the number of special hazard fire extinguishment systems installed this year, the responsibilities and oversight required by the Fire Safety Program for the inspection, testing and maintenance of these systems, increased by thirty (30) percent.
- Managed an unprecedented seven hundred (700) percent increase in the number of “Hot Work Permits” applied for due to campus construction projects.
- Increased the services provided for consultation, interpretation and application of building fire and life safety codes by seventy-eight (78) percent.
- Worked with the City of Auburn to enhance and renew the Fraternity Fire Safety Program Agreement entered into between the City of Auburn and Auburn University. The terms of the agreement were modified to automatically renew the agreement annually instead of going through an intensive renewal process. In addition, requirements for fraternities to engage contracts with fire protection companies to provide for the inspection, testing and maintenance services for fire protection and life safety systems were developed and incorporated in the program. These enhancements streamline the agreement renewal process and will provide improved operational integrity of fire and life safety systems within fraternity houses.

Fire and Life Safety Plan Reviews

Fire Code Compliance Construction Plan reviews

42

Fire and Life Safety Education and Training:

Fire and Life Safety Classes 11

Topics:

Fire Extinguisher Training	5
Fraternity Fire Safety Training	2
Building and Lab Fire Safety	1
Evacuation and Life Safety	1
General Fire Safety	2

New Construction Fire & Life Safety Inspections

Total New Construction Projects	3
Fire Alarm Acceptance Inspections/Test	3
Sprinkler System Acceptance Inspections	3
Fire Pump Acceptance Inspections/Test	0
Above Ceiling Inspections	11
Fire Flow Hydrant Test	3

Fire & Life Safety Inspections

Dorm Buildings Inspected (100%)	29
Business/Assembly Buildings	34
Building Renovations Inspected	30
New Buildings Inspected	3
Total No. of Inspections	96

Policy: Use of Portable Space Heaters

Auburn University recognizes that individuals have different levels of comfort associated with temperature. The use of electric space heaters is a temporary measure and is permitted provided the following procedures are followed.

- Facilities Division should be contacted if there is inadequate heat in any work area.
- Space heaters are not permitted in University dormitories or apartments.
- Space heaters must be electrically powered except as noted in item # 3 below.
- Fuel powered or propane space heaters are only permissible in construction sites and athletic facilities upon approval of the Risk Management and Safety Fire Safety Manager.
- Any space heaters used must be UL or FM approved and must be labeled accordingly.
- Space heaters must have a thermostat that shuts off the unit when a certain temperature is reached.
- Space heaters must have a tip over shut down feature. If a space heater is knocked over the unit must automatically shut off.
- Space heaters should be rated not to exceed 120 Volts, 12.5 Amps, 60 Hz, 1500 Watts and 5200 BTU's.
- Space heaters must be kept at least 3 feet away from any combustible materials such as files, curtains, and trash cans.
- Space heaters shall not be placed under desk or in other enclosed areas.
- Nothing shall be placed on top or touching a space heater.
- Space heaters must be turned off and unplugged when the area being used is not occupied. When unplugging, pull by the plug and not the cord.
- Space heaters must always be plugged directly into a 120-volt wall receptacle when in use. Extension cords cannot be used with space heaters.
- Do not operate space heaters with a damaged electrical cord.
- Do not run space heater's electrical cord under carpeting or throw rugs.
- Space heaters shall not be used in bathrooms, laundry areas or other areas where water is present.
- Space heaters shall not be used in areas where gasoline, paint or flammable liquids are stored.
- Space heaters must be kept in good working condition. Replace missing guards and controls at once. Have the heater checked periodically and all necessary repairs done by a qualified person.
- Read and follow the manufacture's operating instructions.
- If a space heater trips a circuit breaker, report this to Facilities Work Management Center (844-4357) immediately.
- Risk Management and Safety reserves the right to inspect and require removal of any space heater that creates a hazard or is inappropriate to a particular location based on specific circumstances, codes and/or legal requirements.

Questions regarding this policy should be directed to Kenneth D. Harrison, Fire Safety Program Manager at (844-4870).

To Report a Fire
Immediately Dial 911

Then notify:

Kenneth D. Harrison, Fire Safety Program Manager
harrik7@auburn.edu (334) 703-7504

Or

MaryAnn MacKenzie, Fire & Life Safety Specialist
mzm0036@auburn.edu (334)703-7173

During Office Hours
Risk Management and Safety Main Office
(334) 844-4870

Policy: Entrances, Exits, and Hallways

General: The Auburn University Department of Risk Management and Safety (RMS) is responsible for inspecting facilities for compliance with the fire and building codes.

Standards: The University uses the National Fire Protection Association Life Safety Code as the minimum standards to be attained. The State Division of Risk Management may also impose requirements as a condition for providing insurance on campus buildings and equipment.

Hallways: Storage of any kind or use of laboratory or office equipment in hallways is not permitted unless approved by RMS. Normally, only water fountains, fire protection equipment, and safety equipment will be installed in hallways. Permanently attached lockers, bulletin boards and display cabinets of non-combustible construction may be permitted in some locations, subject to the approval of RMS. Transparent covers on bulletin board and display cabinets must be safety glass or other non-splintering material.

Stairwells and Landings: Storage of materials on stairs, landings, and corridors or under stairs is strictly forbidden. Items found in these locations will be removed.

Removal Procedures: Items found stored in the above locations must be removed. An initial advisory (written or verbal) is given to the owner of stored items. Following this advisory, a warning is posted in the area stating a time frame for removal. Items remaining after the deadline are removed by Facilities Division Moving Crew, taken to Surplus Property and removed from departmental inventories.

Doors: Fire doors separating stairwells from hallways and smoke partition doors are equipped with self-closing mechanisms or automatic release hold-open devices and must be maintained in working order. It is extremely important that these doors are not blocked open by wooden wedges or other devices. All exit doors must be maintained to permit egress at all times. When two or more doors exist at an exit, all of the doors shall be free to operate when the building is open to the public.

Railings, Steps and Walks: The area immediately outside of building exits shall be maintained free of obstructions at all times.

Bicycles: Bicycles are not permitted in hallways, stairways, lobbies or on sidewalks immediately adjacent to exits.

Policy: AU Explosives Use/Storage

General Research at Auburn University may involve materials with potential to harm human health or the environment. One such class of materials is explosives. Explosives have the potential to cause death to not only those working with explosives but also anyone within range of the explosion. The potential for catastrophic destruction of University facilities is also inherent in such use.

Policy: It is the policy of Auburn University to comply with all requirements and guidelines of the Department of Transportation, the Bureau of Alcohol, Tobacco and Firearms, and the Department of Defense regarding the use, storage and transportation of explosives on the Auburn University campus. All research sponsored by the Department of Defense will comply fully with the requirements of the most recent edition of DOD CONTRACTORS' SAFETY MANUAL FOR AMMUNITION AND EXPLOSIVES (DOD 4145.26-M). All use of explosives will be approved by the University Safety Committee prior to receipt of any explosives on the campus. All use of explosives is also subject to approval by the Department of Risk Management and Safety, the Auburn Police Department, the Office of the Auburn University Architect, the Alabama Building Commission and the Auburn Fire Department. Investigators interested in research involving explosives should contact the Director of Risk Management and Safety at (334) 844-4870.

Policy: Smoking

It is the policy of Auburn University to prohibit the smoking of tobacco within the interior of any building or facility except under the conditions described below.

Smoking at University sponsored public events at Beard-Eaves Memorial Coliseum and intercollegiate athletic facilities will be regulated by the management of those facilities in conjunction with the local fire authority.

In keeping with the University's concern for the well being of its employees and students, smoking cessation classes are provided by Human Resources Development and Student Health Services.

Failure to comply with this policy will constitute a violation of University policy and may be dealt with accordingly through established, formal disciplinary procedures. Request for assistance and questions regarding this policy can be addressed to the Department of Risk Management and Safety at (334) 844-4870.

Guideline: IN CASE OF A FIRE OR FIRE ALARM

EXIT THE AREA IMMEDIATELY

- Close all doors as you leave, taking keys and medications with you if possible. DO NOT delay evacuation to retrieve these items.
- Activate the closest fire alarm pull station along your evacuation route.
- Notify others as you leave.
- **Call 911** and report the emergency after you are out of the building and safe.
- If the fire is small enough, you may attempt to extinguish it with a portable fire extinguisher, ONLY IF:
 - The fire alarm pull station has been activated
 - 911 has been notified
 - You are properly trained
- If leaving a room, feel the door with the back of your hand before opening it. Do not open any door that feels hot.
- If smoke is present, stay low. The best quality air is near the floor.
- Always use the stairs to exit upper floors.
- DO NOT use the elevator.
- Once the building is evacuated, do not re-enter it for any reason. Return to the building ONLY when instructed to do so by emergency responders or administrators.
- DO NOT return for personal belongings.
- Direct and assist visitors and persons with disabilities who appear to need direction or assistance.
- Notify Risk Management & Safety at (334) 844-4870 that a fire has occurred AFTER you exit the building.

IF YOU ARE TRAPPED AND CANNOT EVACUATE

- Close any doors between you and the fire.
- If available, wedge wet towels or cloth materials along the bottom of the door to keep out smoke.
- Call 911 and notify the dispatcher of your location.
- Remain on the phone with the 911 dispatcher as long as possible.
- Break a window only as a last resort, such as needing oxygen to breathe.
- Use caution when breaking any window.

RESPONSE TO FIRE ALARMS

- If the alarm sounds and/or emergency strobes begin to blink, evacuate immediately.
- NEVER assume that a fire alarm is a false alarm.

FOR MORE INFORMATION

<http://www.auburn.edu/administration/rms/pdf/fire-emergency.pdf>

Guidelines: Storage of Liquefied Petroleum Gas Cylinders

PURPOSE

Liquefied Petroleum Gas (LPG) is a flammable gas which has the potential to create a hazard. Therefore it is important that the safe storage of LPG be understood and applied. The provisions of the standard operating guideline is to ensure for the proper storage of Liquefied Petroleum Gas cylinders awaiting use, resale or part of a cylinder exchange point in all areas of the Auburn University campus.

OBJECTIVE

This guideline is established in accordance with the National Fire Protection Association 58 *Liquefied Petroleum Gas Code* to ensure compliance with Alabama State Fire Code requirements and to ensure the safe and proper storage of LPG cylinders on the Auburn University Campus.

SCOPE

This guideline applies to all University faculty, staff, students and contractors.

GENERAL GUIDELINES

General Location of Cylinders

- Cylinders in storage shall be located to minimize exposure to excessive temperature rises, physical damage or tampering.
- Empty cylinders shall be considered as full cylinders.
- Cylinders shall not be stored on roofs.

Protection of Valves on Cylinders in Storage

- Cylinder valves shall be protected by screw on type caps or collars and shall be in place on all cylinders stored regardless if they are full, partially full or empty. Cylinder outlet valves shall be closed and plugged or capped.

Storage within Buildings

Storage of LPG cylinders of any size is prohibited in campus residential buildings.

- Storage of LPG gas cylinders in non-residential University buildings must be approved by the University Fire Safety Program Manager.
- The cylinder size shall not exceed a water capacity of 2.7 lbs. and the maximum quantity of LPG stored in non residential buildings shall not exceed 200 lbs.
- Cylinders stored in buildings shall not be located near exits, stairways, or in areas normally used, or intended to be used for the safe egress of occupants.

Storage Outside of Buildings

- At least 10 feet from any doorway or opening in a building.
- At least 20 feet from any automotive service station fuel dispenser.
- Cylinders shall be protected against tampering in either of two methods: (1) Enclosed with a minimum 6 feet high industrial chain link fence with 2 emergency access gates with a minimum 3 feet clearance provided to both emergency exits. (2) A lockable ventilated metal locker or rack that prevents tampering with

Guideline: Barbeque Safety

PURPOSE

The provisions of the standard operating guideline are to ensure for the safe use of barbecue grills used on the Auburn University Campus.

OBJECTIVE

This guideline is established in accordance with the guidelines of the U.S. Fire Administration and the 2003 National Fire Protection Association 1, *Uniform Fire Code, Section 10.11.7* to ensure the safe use of outdoor barbecue grills on the Auburn University Campus.

SCOPE

This guideline applies to all University faculty, staff, students, visitors and contractors.

GENERAL GUIDELINES

- No hibachi, gas fired grills, charcoal grills or other similar devices used for cooking, heating or any other purpose should be used on a balcony or under any over hanging portion of a structure. Listed electric ranges, grills, or similar electrical apparatus are permitted.
- Grilling apparatus must not be located within 10 feet of any structure or within 20 feet of a building air intake, door, window, or any other opening.
- Provide a minimum 2 lb. multi-purpose dry chemical (1-A: 10-B: C) portable fire extinguisher or a garden hose connected to a water supply at the grilling site.
- Before using a grill, check the connection between the propane tank and the fuel line. Make sure the venturi tubes - where the air and gas mix - are not blocked.
- Area should be restored to its original condition following the event.
- Do not overfill the propane tank.
- Do not wear loose clothing while cooking at a barbecue.
- Be careful when using lighter fluid. Do not add fluid to an already lit fire because the flames can flashback up into the container and explode.
- Keep all matches and lighters away from children. Teach your children to report any loose matches or lighters to an adult immediately. Supervise children around outdoor grills.
- Dispose of hot coals properly - douse them with plenty of water, and stir them to ensure that the fire is out. Never place them in plastic, paper or wooden containers.
- Never grill/barbecue in enclosed areas - carbon monoxide could be produced.
- Make sure everyone knows to Stop, Drop and Roll in case a piece of clothing does catch fire. Call 911 if a burn warrants serious medical attention.

Source: U.S. Fire Administration and the 2003 NFPA 1, *Uniform Fire Code*

For additional information contact the Auburn University Department of Risk Management and Safety's Fire Safety Program Manager at 334-844-4805.

Guideline: Use of Christmas Trees and Decorations

Purpose

To govern the use of holiday trees in Auburn University buildings to provide a safe building environment and reduce the risk of fire during the holiday season.

Objectives

To identify holiday trees and tree decorations that are permissible inside all Auburn University buildings and the proper use of these decorations.

Scope

This policy applies to all University faculty, staff, and students utilizing University facilities.

Governing Codes

NFPA 1 Uniform Fire Code, 2003 Edition as adopted by the Alabama State Fire Marshal's Office.

General Guidelines

- The use of natural cut holiday trees is prohibited inside all University buildings because they are extremely combustible and difficult to maintain in an acceptable condition.
- The use of artificial trees is permissible inside all University buildings provided they are flame resistant or flame retardant. Artificial holiday trees must be labeled or otherwise identified or certified by the manufacturer as being flame retardant or flame resistive.
- Holiday trees shall not obstruct corridors, exit ways or other means of egress.
- Only Underwriters' Laboratory (UL) listed electrical lights and wiring are permitted to be used on artificial trees.
- Electrical lights are prohibited on metal artificial trees.
- Open flames such as from candles, lanterns, electric space heaters, kerosene heaters and gas fired heaters shall not be located near holiday trees.
- Inspect each set of lights-new or old-for broken/cracked sockets, frayed/bare wires, and loose connections. Repair any damage before using or discard the damaged set. Replace broken/damaged lamps/bulbs. Unplug the set prior to changing lamps/bulbs or performing any repairs.
- Use no more than three sets of lights per extension cord.
- Do not overload electrical outlets.
- Protect the electrical wires from damage. Do not run wires under carpet, through doorways, or where they will be walked on. Do not use nails or tacks to hang wires.
- Properly secure and protect any wires that cross aisles or corridors.
- Decorate the tree first, and plug in the lights last. Lamps/bulbs should not touch the tree or other decorations.
- Turn the lights off and unplug whenever the area is unattended.

Guidelines: Fire Safety Guide Applicable to University Housing Facilities

Appliances

Follow instructions and precautions for proper use of all appliances. Appliances allowed in residence halls include: coffee makers, curling irons, hair dryers, popcorn poppers, personal computers, stereos, televisions, window fans, George Foreman-type indoor electric grills, micro fridges, microwaves (not to exceed 700 watts), refrigerators (not to exceed 4.3 cubic feet). Roommates/suitemates may not 'combine' wattage limits to install a larger microwave or refrigerator. Appliances prohibited in resident halls include: air conditioning units, ceiling fans, halogen lamps, crock pots, dishwashers, hot plates, toaster ovens, toasters, washers and dryers, space heaters and appliances with open flames or heating coils, or which pose an electrical overload.

Candles/Incense

Candles and incense may not be burned. Candles with burned wicks are not allowed. There's an automatic \$50 fine for having a lit candle or for burning incense. Decorative candles with unburned wicks are allowed.

Holiday Decorations

State fire code regulations prohibit "extremely flammable" holiday decorations in residence hall rooms and apartments. Artificial trees or live Christmas trees growing in pots are acceptable. All electrified decorations must be taken down and completely disconnected from wall power sources before residents leave for break.

Smoking

Smoking is prohibited in university housing. Smoking is not permitted in residence hall suites, or public areas (including building entrances and exterior doors) of buildings.

Arson

Intentionally causing damage to a building by starting or maintain a fire or causing an explosion is considered arson. This is not a practical joke and is taken very seriously. (Examples include setting fire to bulletin boards, pizza boxes, etc.) Conviction carries stiff penalties such as fines and incarceration.

Cooking

Don't leave cooking food unattended. Don't cook food (such as popcorn) too long in the microwave as it will burn, smoke and set off alarms. This will summon the fire department.

Electrical Outlets Use

Overloading electrical outlets poses a serious fire hazard. You are asked to only keep plugged in those appliances that require constant use (refrigerator, clock, etc.) and to alternate other appliances when needed. If a circuit breaker is tripped, contact the Housing Property Management Office. Extension cords are not allowed. Only surge protector strips with circuit breakers are allowed. (Ask maintenance about surge strips with long cords.)

Fire

If you discover a fire, pull the nearest fire alarm and call the Fire Department immediately by dialing 911. Discharging a fire extinguisher as a prank results in an automatic fine of \$50, and will be considered vandalism of safety equipment.

Fireworks

The use and possession of fireworks or other forms of explosives is strictly prohibited.

Fire Drills

Fire drills are required by Alabama law and all residents are required to participate if present. Evacuation is absolutely required in all instances. No residents may remain in the building during the fire drill. Residents must remain outside until cleared to return. Procedures for evacuation are explained at the first hall meeting.

Flammable Materials/Liquids

Use and storage of flammable materials/liquids in residential facilities is strictly prohibited. Fire hazards such as newspaper stacks, excessive trash, improper wiring, and open flames (including candles and incense) are not permitted. Decorative candles are allowed with un-burned wicks. Gas grills and gas cylinders/tanks are prohibited.

Smoke Detectors

Smoke detectors are not to be disabled. Please remember that these detectors are for your welfare, and the welfare of the entire building. Disabling a smoke detector is vandalism, and will lead to disciplinary measures and a \$150 fine.

Frequently Asked Fire Safety Questions:

General Information

Who should I call in the event of a fire?

If there is a fire, call 9-1-1 from a campus phone, cell phone, or off-campus phone to notify the Auburn Fire Division.

What should I do if I notice a fire safety violation on campus?

Contact the Auburn University Department of Risk Management and Safety (RMS) via phone (844-4870) or e-mail (harris7@auburn.edu or mzm0036@auburn.edu) to let us know your concerns. In the event of an emergency or fire, please call 9-1-1 immediately.

Where does Auburn University keep their fire trucks?

Auburn University does not have fire trucks. The Department of Risk Management and Safety's primary mission is to provide fire prevention measures to the University community, through construction plans review, building fire and life safety inspections, fire safety education and code consultation. The City of Auburn Fire Division is contracted to provide University fire suppression services.

Training

Who needs to take portable fire extinguisher training?

Anyone who uses a laboratory or works with flammable and/or combustible materials should enroll in a fire extinguisher class. We welcome all interested members of the University community to enroll in a session, and we encourage you to learn more about fire extinguishers on campus. Remember: you should never attempt to fight a fire if you are not trained in the use of portable fire extinguishers.

Who needs to take building evacuation training?

If you are responsible for the safe building evacuation of others on campus because of your role as an instructor, residential assistant, or building evacuation coordinator, you should enroll in a building evacuation training session. We welcome all interested members of the University community to enroll in a session, and we encourage you to always have an exit strategy for everywhere you study, work, and play.

Special Events

Do I need to notify Risk Management and Safety (Fire Safety Services) if I am planning a special event on campus?

Yes, you need to notify RMS Fire Safety Services any time you are planning a public event on campus.

Seasonal Decorations

Are Christmas trees allowed in University buildings?

Natural Christmas trees are not allowed in campus buildings. Artificial trees are permitted, but they must be located in a common area (such as a lobby or reception area), and must not be placed in exit corridors or obstruct exit doors, exit aisles, fire hose cabinets, manual fire alarms pull-boxes, or portable fire extinguishers.

Can I use Christmas tree lights in my office?

Yes, you can use Christmas tree lights in your office if you remember to always unplug them when you leave.

How can I prevent fires when using seasonal decorations?

The best way to prevent fires due to seasonal decorations is to limit the amount of decorations you use. Make sure your decorations do not obstruct doorways, walkways and stairs, and limit the amount of combustible materials you put on the walls and ceilings. Always keep combustible decorations, such as cloth flags, paper streamers, or plastic garlands, away from lights and other ignition sources.

Smoking

Is smoking permitted in University buildings?

No. Auburn University policy prohibits smoking of any tobacco products inside University facilities.

Candles

Are candles and incense allowed in University buildings?

No. Burning candles or incense are not permitted in University buildings.

Fireworks

Are fireworks permitted on campus?

There is a general prohibition on fireworks on campus, which means you are not allowed to use sparklers, poppers, or similar devices anywhere on campus. Fireworks are only permitted on campus for special events when the location and use has been approved in advance by Risk Management and Safety and the City of Auburn Fire Division.

Extension Cords and Power Strips

Can I use extension cords on campus?

You are not allowed to use extension cords in place of permanent electrical wiring on campus. In other words, you can only use extension cords for temporary purposes, such as accommodating the wiring needs of a meeting or setting up special lighting for a short term project. If you need additional outlets installed in your office, classroom, or lab, you must submit a Project Initiation Form to the AU Office of Planning and Space Management.

Can I use power strips on campus?

You may use U.L. listed power strips on campus, as long as you plug them directly into the wall and never plug more than one power strip into a single outlet. Because power strips need to be plugged directly into a wall outlet, you should never plug a power strip into another power strip. Always use power strips that are equipped with overload protection.

Halogen Lamps

Are halogen lamps allowed in University buildings?

Halogen lamps are not allowed in residence halls, and Risk Management and Safety strongly discourages using them in other campus facilities. If you decide to use a halogen lamp in your office or other non-residential campus facility, follow these guidelines:

- Make sure the lamp is labeled as “listed” by the Underwriters’ Laboratory (UL) or another recognized testing agency
- Do not use Halogen bulbs that exceed 120 watts
- Make sure lamps have a glass or wire guard that protects the bulb
- Keep lamps away from drapes, curtains, and other combustibles
- Do not place lamps in a high-traffic area, or anywhere someone may easily trip over them
- Turn lamps off when you leave the room

Storage Near Electrical Panels

Can I store things near electrical panels or transformers?

You must maintain a clear space around all electrical panels, so keep storage at least 36 inches away and do not store anything on top of electrical panels or transformers.

Storage in Mechanical and Electrical Rooms

Am I allowed to store things in electrical and/or mechanical rooms?

No. Combustible materials must not be stored in boiler rooms, mechanical rooms, or electrical equipment rooms.

Storage in Exit Corridors and Stairwells

Is it okay to store things in exit corridors and stairwells?

Combustible materials must not be stored in exits or exit enclosures. Exit corridors must be kept free of all obstructions or impediments at all times to ensure full instant use in the event of a fire or other emergency. Storage of any kind or use of laboratory or office equipment in hallways is not permitted unless approved by Risk

Management and Safety. Normally, only water fountains, fire protection equipment, and safety equipment will be installed in hallways. Permanently attached lockers, bulletin boards and display cabinets of non-combustible construction may be permitted in some locations, subject to approval of RMS. Transparent covers on bulletin boards and display cabinets must be safety glass or other non-splintering material. No, storage is prohibited in stairwells. This means you are not allowed to store anything on the stairs, in the stairwell, or under the stairs. Refer to the [Auburn University Entrances, Exits and Hallway Policy](#) for more information.

Is it okay to leave stairwell doors blocked open?

No. Stairwell doors should never be blocked open, unless they are being blocked open for an isolated period of time (for example, while someone is moving in furniture).

Automatic Sprinkler Systems

What are the safety guidelines for automatic sprinkler systems on campus?

If there is an automatic sprinkler system in your classroom, office, or residence hall, make sure all storage is kept at least 18 inches away from the sprinklers and never attach items to the sprinklers or pipes. If you notice a violation, please correct it or notify Risk Management and Safety. RMS performs inspections, testing, and maintenance on campus automatic sprinklers, standpipes and fire pumps periodically as required by State Code.

Building Fire & Life Safety Inspections

When are fire & life safety inspections performed on campus buildings and what agencies perform the inspections?

Residence Halls

Risk Management and Safety fire inspectors perform fire and life safety inspections at residence halls annually. Inspection components include: means of egress, fire rated construction, emergency lights, exit signs, portable fire extinguishers, fire alarm systems, and automatic sprinkler systems. Auburn University's Department of Housing and Residence Life's Safety Officer performs frequent safety inspections in all residence halls throughout the year. Residential facilities provided with automatic sprinkler systems, standpipes, and fire alarm systems are inspected throughout the year in accordance with State Fire Code requirements.

Fraternity Houses

A contractual agreement was entered into between Auburn University and the City of Auburn to provide regular fire code compliance inspections at all on-campus and off-campus fraternity houses within the first 8 weeks of fall semester and spring semester each year. In addition, each fraternity is required to attend fire safety education provided by Risk Management and Safety at the beginning of the fall and spring semester. Each fraternity is required to appoint a member that resides in the fraternity as the Chapter Fire Marshal. All Chapter Fire Marshals and Chapter Presidents are required to attend the AU fire safety class. Chapter Fire Marshals are required to conduct monthly self-fire inspections of their houses and to submit self inspection reports to the Inter-fraternity Council monthly. Fire drills are conducted by the Auburn Fire Division within the first 8 weeks of each semester. Failure to comply with these requirements can result in fines and/or the fraternity being placed on social probation.

Other Campus Buildings

Risk Management and Safety fire inspectors perform campus building fire and life safety inspections. These inspections are performed to ensure compliance with State Fire Codes and to ensure safe building environments.

New Construction and Renovation Inspections

Who conducts inspections on new construction and renovation projects?

Risk Management and Safety fire inspectors perform fire and life safety inspections on new construction and renovation projects. Items inspected include: building fire access, fire rated construction, fire protection and life safety systems, portable fire extinguishers, emergency lighting, exit signs, and elevators. Mechanical, electrical, plumbing and structural inspections are performed by AU Facilities Division. The Alabama Building Commission also performs building inspections on new construction projects if projects include state public funds.

Fraternity House New Construction and Renovation Projects

Who is responsible for inspecting new construction and renovation projects at fraternity houses located on and off campus?

Risk Management and Safety fire inspectors, City of Auburn fire inspectors and the State Building Commission perform fire and life safety inspections in fraternity houses under construction and during any renovations.

What are the required fire protection systems and equipment in fraternity houses?

Auburn University requires commercial range hood fire protection systems and a Class K portable fire extinguisher inside kitchens, a building fire alarm system that is monitored 24/7, hardwired smoke detectors with battery backup inside each bedroom, and portable extinguishers within 75 feet of travel distance in the exit corridors. Auburn University has mandated that automatic sprinkler systems be retro-fitted in all fraternity houses and party barns by Fall 2008.

Newsletter: Fraternity Fire Safety at Auburn University

Written by: Kenneth D. Harrison, Fire Safety Manager

Findings:

Fires in fraternity and sorority houses are five times more costly on average than those that occur in dormitories. Arson is the leading cause of fraternity / sorority house fires; open flame is the next leading cause, with candles playing a major role. Fires in fraternity/sorority houses peak when college or university is in session. Fires also peak on weekends. Smoke alarms operate nearly twice as often in fraternity/sorority house fires than in all residential structures.

Source: NFPA and NFIRS

As fall semester begins at Auburn University, fire safety is a top concern for fraternity organizations both on and off campus. On August 16, 2005, Auburn University's Department of Risk Management and Safety in coordination with the Inter-fraternity Council, Office of Greek Life and the City of Auburn conducted a Fraternity Fire Safety Education Seminar. The seminar is designed to ensure fraternity houses comply with State Fire Codes and to promote safe building environments. All 26 fraternities were present for the training. The key components of the program include: educational training and self monitoring, regular inspections by city fire inspector, review and approval of design and construction for new and renovated houses, and required fire protection equipment. Fraternities that fail to comply with the requirements of the program are fined and /or placed on probation until program compliance is obtained.

Required Fire Protection

All AU fraternities are required to be equipped with fire extinguishers, electrical hardwired smoke detectors inside each bedroom and operable fire alarm systems. By fall of 2008, Auburn University mandated that each fraternity be retro-fitted with an automatic fire sprinkler system if the facilities do not currently have one. This equipment is maintained by licensed and permitted fire protection equipment companies engaged by the fraternities.

Educational Training and Self Monitoring

Every year fire safety educational training is provided at the beginning of fall and spring semesters. Each fraternity is required to appoint a member that resides in the fraternity as the Chapter Fire Marshal. All Chapter Fire Marshals are required to attend the fire safety education training seminar. The CFMs are trained how to conduct monthly self fire inspections of their houses and are required to submit inspection reports to the Inter-fraternity Council. Fire drills are required within the first 8 weeks of each semester. These drills are conducted by the Auburn Fire Department and evaluated by the City Fire Inspector.

Regular City Fire Inspections

A contractual agreement was entered into between Auburn University and the City of Auburn to provide regular fire code compliance inspections with in the first 8 weeks of each semester.

Review and Approval of Design and Construction

Any fraternity desiring to renovate their fraternity or wanting to construct a new fraternity house is required to comply with a submittal and approval process before construction can begin. Once approved, all projects are inspected by the City of Auburn, Auburn University and the Alabama State Building Commission.

Required Fire Protection

All AU fraternities are required to be equipped with fire extinguishers, electrical hardwired smoke detectors inside each bedroom and operable fire alarm systems. By fall of 2008, Auburn University mandated that each fraternity be retro-fitted with an automatic fire sprinkler system if the facilities do not currently have one. This equipment is maintained by licensed and permitted fire protection equipment companies engaged by the fraternities.

In addition to the regular training, hands-on portable fire extinguisher training was provided to all chapter fire marshals. This class teaches the students the different classes of fire, which extinguishers to use on different types of fires and how to properly and safely use portable extinguishers properly.

For further information about fire safety, please contact the AU Department of Risk Management and Safety at 334-844-4870.

On Campus Housing Fire Safety Systems

Building	Fire Alarm	Dry Sprinkler	Wet Sprinkler	Fire Pump	Wet Standpipe	Smoke	Fire	Fire Evacuation	Number of
	System	System	System		System	Detection	Extinguishers	Maps	Fire Drills
Harper Hall (Dorm 1)	X	X	X		X	X	X	X	2
Broun Hall (Dorm 2)	X	X	X		X	X	X	X	2
Little Hall (Dorm 3)	X	X	X		X	X	X	X	2
Teague Hall (Dorm 4)	X	X	X		X	X	X	X	2
Dowdell Hall (Dorm 5)	X	X	X		X	X	X	X	2
Glenn Hall (Dorm 6)	X	X	X		X	X	X	X	2
Lane Hall (Dorm 7)	X	X	X		X	X	X	X	2
Lupton Hall (Dorm 8)	X	X	X		X	X	X	X	2
Keller Hall (Dorm 9)	X	X	X		X	X	X	X	2
Owen Hall (Dorm 10)	X	X	X		X	X	X	X	2
Boyd Hall (Dorm J)	X	X	X	X	X	X	X	X	2
Sasnett Hall (Dorm K)	X	X	X	X	X	X	X	X	2
Leischuck (Dorm L)	X		X		X	X	X	X	2
Residence Hall M	X		X		X	X	X	X	2
CDV Extension Bldg A	X					X	X	X	0
CDV Extension Bldg B	X					X	X	X	0
CDV Extension Bldg C	X					X	X	X	0
CDV Extension Bldg D	X					X	X	X	0
CDV Extension Bldg E	X					X	X	X	0
CDV Extension Bldg F	X					X	X	X	0
Dobbs Residence Hall	X					X	X	X	2
Dowell Residence Hall (Dorm G)	X					X	X	X	2
Duncan Residence Hall (Dorm B)	X					X	X	X	2
Dunn Residence Hall (Dorm E)	X					X	X	X	2
Graves Residence Hall (Dorm F)	X					X	X	X	2
Hollifield Residence Hall (Dorm A)	X					X	X	X	2
Knapp Residence Hall (Dorm H)	X					X	X	X	2
Sewell Hall							X	X	2
Toomer Residence Hall	X					X	X	X	2

2008 Campus Fire Protection Systems

Buiding	Dry Sprinkler System	Wet Sprinkler System	Preaction Sprinkler System	Fire Pump	Wet Standpipe System	Dry Standpipe System	Range Hood System	Halon 1301 System	FM 200 System	Dry Chemical System	Total Systems Per Building
3-D Art Building	1	1									2
Alumni Center								1			1
AU Hotel & Dixon Conference Ctr.		1		1	1		2				5
Biggin Hall		1		1							2
Biological Research Bldg.					1						1
Draughon Library					1			5			6
Cary Hall					1						1
Chemistry Bldg.					1						1
Corely Hall					1						1
CVM Hot Water Plant II (new)		1							1		2
Facilities Bldg. # 5		1								1	2
Foy Union					1		5				6
Haley Center		1		1	1					1	4
Hargis Hall		1									1
Hazardous Materials Storage Facility		1								1	2
Hazmat Radiological Storage Bldg.		1									1
Hot Water Plant I (new)		1									1
Jordan Hare Statium	1					1					2
Jordan Hare Locker Room	1										1
Jule Collins Smith Museum of Art		1	1								2
Langdon Hall	1										1
Lowder Business Bldg.		1			1						2
Martin Aquatic Center		1									1
McWorter Center		1									1
NCAT (Industrial Park)		1									1
O. D. Smith Hall		1									1
Old Physical Plant (Coal Storage Rm)	1										1
Overton Rudd Auditorium Kitchen							1				1
Peet Theater (basement only)		1									1
Pharmacy Bldg.					1						1

2008 Campus Fire Protection Systems Continued

Buiding	Dry Sprinkler System	Wet Sprinkler System	Preaction Sprinkler System	Fire Pump	Wet Standpipe System	Dry Standpipe System	Range Hood System	Halon 1301 System	FM 200 System	Dry Chemical System	Total Systems Per Building
Poultry Science Lab (under construction)		1		1	1						3
Ross Hall					1						1
Rouse Life Science Bldg.					1						1
Samford Hall					1						1
Sewell Dinning Hall							1				1
Student Center		1			1		4				6
Terrell Dinning Hall							4				4
Textile Engineering Bldg.		1									1
Tichenor Hall					1						1
Upchurch Hall					1						1
Village Kitchen							1				1
Wilmore Lab	1	2									3
Womens Softball Complex							1				1
Dorm 1 Harper Hall	1	1			1						3
Dorm 2 Katie Broun Hall	1	1			1						3
Dorm 3 Little Hall	1	1			1						3
Dorm 4 Teague Hall	1	1			1						3
Dorm 5 Dowdell Hall	1	1			1						3
Dorm 6 Glenn Hall	1	1			1						3
Dorm 7 Lane Hall	1	1			1						3
Dorm 8 Lupton Hall	1	1			1						3
Dorm 9 Keller Hall	1	1			1						3
Dorm 10 Owen Hall	1	1			1						3
Dorm J Boyd Hall					1						1
Dorm K Sasnett Hall	1	1		1	1						4
Dorm L		1			1						2
Dorm M		1			1						2
Total Systems	17	35	1	5	31	1	19	6	1	3	119

Inspection, Testing & Maintenance of Water-Based Fire Protection Systems

System Types	Number of Systems	Inspections			
		Weekly	Monthly	Quarterly	Annual
Wet Sprinkler Systems	32	N/A	256	128	32
Dry Sprinkler Systems	34	N/A	272	136	34
Pre-action Sprinkler Systems	3	N/A	24	12	3
Combination Sprinkler/Standpipe Systems	20	N/A	160	80	20
Backflow Preventers	38	N/A	304	152	38
Fire Pumps	14	728	N/A	N/A	14
Wet Standpipe Systems	14	N/A	N/A	56	14
Dry Standpipe Systems	3	N/A	N/A	12	3
Total No. of Inspections and/or Test	158	728	1016	576	158

Fire Call Response Information

City of Auburn Fire Division			
<u>Responses by Month</u>		<u>Responses by Incident</u>	
		EMS, Car Fire, & MVA	104
January	32	Alarm Malfunctions	53
February	33	Activations/Unknown Cause	88
March	37	Cooking Fires	37
April	44	Electrical Fires	5
May	29	Accidental Alarm Activations	71
June	41	Smoke Order Investigations	4
July	36	Smoking	9
August	49	Alarm Activations by Steam	25
September	55	Water flow Alarms	14
October	51	Fires Causing Damage	7
November	35	Malicious Mischief Activations	32
December	34	Hazardous Material Incidents	4
		Dumpster Fires	2
		Natural Vegetation Fires	9
Total	476	Total Responses	476

Campus Housing Facilities Fire Statistics

Location	Cooking Fires			Electrical Fires			Fire Causing Damages			Dumpster Fires			Natural Vegetation Fires			Number of Injuries			Number of Deaths			Total Calls			Total Calls
	06	07	08	06	07	08	06	07	08	06	07	08	06	07	08	06	07	08	06	07	08	06	07	08	
Alpha Gamma Rho	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Alpha Psi	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
CDV Extension Bldg A	0	2	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	3	5	
CDV Extension Bldg B	2	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	2	
CDV Extension Bldg C	0	4	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	2	6	
CDV Extension Bldg D	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	
CDV Extension Bldg E	0	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	1	3	
CDV Extension Bldg F	1	0	1	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1	0	2	3	
Delta Chi	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Delta Sigma Phi	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Dorm 10-Owen	1	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	5	0	6	
Dorm 1-Harper	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	
Dorm 2-Broun	1	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	2	
Dorm 3-Little	0	1	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	3	4	
Dorm 4-Teague	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	2	
Dorm 5-Dowdell	2	1	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	2	1	6	
Dorm 6-Glenn	2	2	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	2	3	7	
Dorm 7-Lane	4	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	2	1	7	
Dorm 8-Lupton	1	2	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	2	4	7	
Dorm 9-Keller	1	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	2	1	4	
Dorm A-Hollifield	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	
Dorm B-Duncan	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	
Dorm C-Toomer	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	2	
Dorm D-Dobbs	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Dorm E-Dunn	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	

Campus Housing Facilities Fire Statistics Continued

Location	Cooking Fires			Electrical Fires			Fire Causing Damage			Dumpster Fires			Natural Vegetation Fires			Number of Injuries			Number of Deaths			Total Calls			Total Calls
	06	07	08	06	07	08	06	07	08	06	07	08	06	07	08	06	07	08	06	07	08	06	07	08	
Dorm F-Graves	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Dorm G-Dowell	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
Dorm H-Knapp	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Dorm J-Boyd	0	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	2	
Dorm K-Sasnett	1	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
Dorm L-Leischuck	1	2	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
Dorm M	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
Kappa Alpha	0	2	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	
Kappa Sigma	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
Lambda Chi Alpha	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Phi Delta Theta	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Phi Gamma Delta	2	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
Phi Kappa Tau	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Pi Kappa Alpha	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Sewell Hall	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Sigma Alpha Epsilon	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Sigma Chi	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Sigma Nu	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Sigma Phi Epsilon	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
Sigma Pi	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Tau Kappa Epsilon	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	
Theta Chi	0	1	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
TOTAL:	22	34	32	3	2	1	1	1	2	0	0	0	0	0	0	0	0	0	0	0	0	0	26		

*Property Damage not tracked during this time period.