

## **Section 14**

### **ANNUAL FIRE SAFETY REPORT**

The information compiled in this section includes safety practices, standards, and all fire-related on-campus statistics required by the Higher Education Opportunities Act of 2008.

#### **14.01 Fire Log:**

The university's fire log lists the dates, times, general locations, and nature of all fires that occurred in on-campus student housing facilities. The [Fire log can be read at this link](#).

UMBC's fire log for at least the most recent 60 day period is open to public inspection during normal business hours at the UMBC Police Department. Logs that are older than 60 days will be made available within two business days of a request for public inspection. Fire logs are kept for three years following the publication of the last annual report to which it applies.

Direct all questions or concerns regarding the fire log to Environmental Safety & Health please email [ehs@umbc.edu](mailto:ehs@umbc.edu), call (410) 455-2918 or [visit their website](#).

#### **14.02 On-Campus Student Housing Fire Safety Systems:**

Residential Hall fire safety is one of the highest priorities on campus. Residence Halls are protected by automatic fire alarm systems with smoke and heat detectors located throughout the buildings. Residence Halls on campus are protected by automatic sprinkler systems increasing the possibility for fire containment. The UMBC Police department monitors these alarms 24 hours a day, seven days a week.

Note that smoke detectors are not installed in all areas of the building. Heat/rise detectors are installed in the areas housing the furnace, chillers, and electrical cabinets. (This system protects the building in case of fire and/or heat loss during winter months when the facility is closed down and heating levels reduced.)

When an alarm is triggered, UMBC Police Department assesses the information, and determines who they will notify. When the fire evacuation alarm sounds, all building occupants, including facility staff, contractors, and visitors must evacuate according to the UMBC site evacuation plan. Take care to be certain that all hearing-impaired building occupants are alerted when the alarm sounds.

#### **14.03 Fire Drills:**

When a building fire alarm is sounded, all occupants are required to leave the inside of the residential area and gather in the established evacuation location. A building evacuation may also occur upon notification by police or University staff. Students and guests should evacuate via the nearest safe exit. The most direct evacuation routes from each residential hall are mapped out posted on the back of each residence hall room door. Every apartment should have at least two means of egress. The main door way is one. When looking for an apartment, be sure that there is another way to exit the apartment and that the routes are secure, safe, and intact.

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Fire drills in residential buildings are first and foremost a concern for the safety of the occupants. Fire drills are not held just to comply with State or University regulations. Our goal is to properly inform residents of the evacuation plan that they may use in the case of fire or other emergency. To this end, the following policy on evacuation drills was adopted.

**Fall Semester** Each community shall have a walk-through drill within the first three (3) weeks of the fall semester. The drill shall utilize the fire alarm system and should be held in conjunction with education covering fire safety and evacuation procedures. Each community shall have a surprise drill within sixty (60) days of the walk-through drill. The purpose of this drill is to evaluate the effectiveness of the training received.

**Spring Semester** Each community shall have a walk through drill within thirty (30) days from the beginning of the semester. A surprise drill will occur within sixty (60) days of the 1st drill.

Residential Life will coordinate the drill schedule. All scheduled drills are held from Monday through Thursday between the hours of 10:00 am-10:00 pm.

**14.04 Hazardous Practices Prohibited:**

Because of the possible danger associated with their use or possession, the following must be prohibited in all areas: fireworks, candles, incense, gasoline, lighter fluid, and compressed gasses, devices with open flames, exposed heating elements, or halogen bulbs, and real cut trees, corn stalks, hay or straw bales and other cut plants.

Every sounding fire alarm should be treated as a real emergency. You must evacuate each time you hear the alarm, using only designated emergency exit doors. Visit our website for your community's evacuation location.

To slow the spread of a fire, no item can hang down from the ceiling or wall or be draped across a ceiling, covering lights or sprinklers. Single strands of UL-approved holiday lights are permitted only indoors and only so long as they are in good repair, are not used around flammable items, are mounted flat and not hung from metal wires or sprinklers, and have no ornaments or other items hung from them.

**To speed exit in the case of an emergency:** obstructing hallways, breezeways, stairwells, or exit doors in any manner is prohibited, no more than 50% of a door can be covered with papers, photos, or other flammable items, no more than 20 people may be present inside any apartment, which includes no more than 8 on the balcony, and no more than 14 people may be present inside any residence hall suite.

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**14.05 Student Housing Evacuation Procedures Residential:**

When a building fire alarm is sounded, all occupants are required to leave the inside of the residential area and gather in the established evacuation location. A building evacuation may also occur upon notification by police or University staff. Students and guests should evacuate via the nearest safe exit. The most direct evacuation routes from each residential hall are mapped out posted on the back of each residence hall room door. Practice drills will occur as mentioned with Fire drills. Residential Life will coordinate the drill schedule.

**14.06 Fire Safety Education Policies & Training Programs for Students & Employees:**

**Policies:** the University of Maryland Baltimore County follows the Code of Maryland Regulations (COMAR), National Fire Protection Association (NFPA), and UMBC's fire safety policies for annual evacuation drills for employees.

**14.07 Fire Reporting:** In the event of a fire follow this procedure:

- Activate the alarm at the nearest pull station and evacuate the building.
- If the situation permits (no personal safety is jeopardized) call the UMBC Police at x5-5555 and report the fire/alarm.
- If there is an extensive amount of smoke, drop to the floor and crawl to the nearest possible exit.
- Before opening any door, touch the door and doorknob to check for heat. If the door is hot, do not open and follow the procedures below.

***If the door is cool:***

- Open the door while remaining on the floor and crawl to the nearest exit.
- Once outside, move away from the building to your building's designated evacuation point.
- Remain calm and wait until the building is cleared for re-entry.

***If the door is hot:***

- Keep the door closed. Try to remain calm.
- Seal all vents around door with towels or clothing. Soak towels in water if it is available. Do not lock door.
- Leave your lights on.
- If you live on a ground level floor, crawl out your window.
- If you live above the ground floor, wait by the window raise the shades, hang a bed sheet or other item out of the window to attract attention and stand by for help from the fire department.
- If your phone is functioning, call the UMBC Police (x5-5555). Give them your name and room number.
- Stay by your window, signal and wait for the fire department. Open your window only as a last resort.

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