

Fairfield University Fire Safety Report 2019

Environmental Health & Safety
Office of the Fire Marshal



In Compliance With:

HEOA Title IV, Part G,

Sec. 488 (a)(1)(T) Sub (i)



Fairfield
UNIVERSITY

Fairfield University
1073 North Benson Road Fairfield, CT 06824



Fairfield University
 Environmental Health & Safety and
 Office of the Fire Marshal

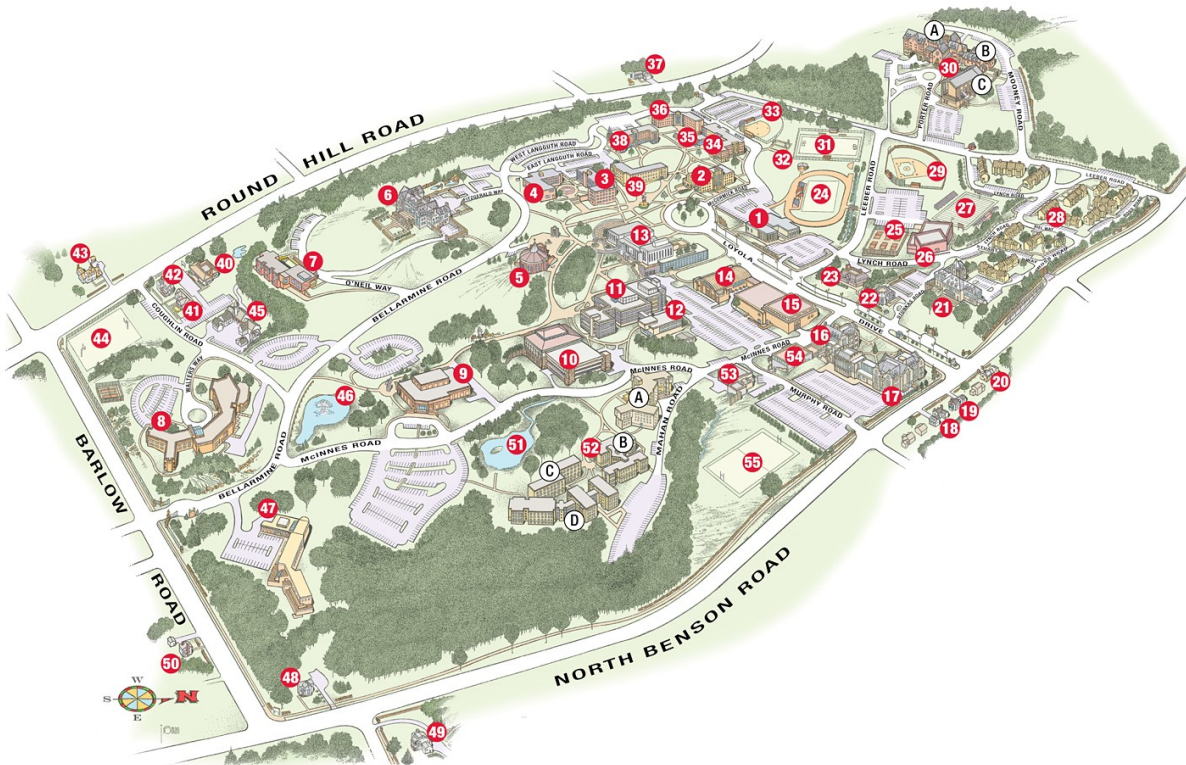
Department Overview

The Office of Environmental Health and Safety (EH&S) is responsible for maintaining and enforcing standards of quality and safety throughout the Fairfield University campus. Staffed by a Connecticut state certified Fire Marshal, the EH&S office provides professional advice to campus departments on all aspects of health and life safety. The goal of the Office of EH&S is to maintain and constantly strive to improve the safety and well-being of students, faculty, staff, and visitors to Fairfield University.

The campus Fire Marshal is the authority having jurisdiction on fire safety and life safety issues. The duties of the Fire Marshal include conducting routine inspections of campus buildings, addressing both fire and life safety concerns, all aspects of academic safety, employee safety, and radiation safety.

The fire marshal is in direct communication with the town of Fairfield Fire Marshal on a consistent basis in reviewing documents for new construction, remodeling/renovations, and keeping the local fire department up to speed with changes on campus.

EH&S and the Office of the Fire Marshal are part of the Facilities Management department. Facilities Management has broad responsibility of all aspects of plant maintenance and operations, in addition to all new construction, energy management, custodial services, fire, and environmental health and safety management. Facilities Management oversees a 204-acre campus and over 3,500,000sq. ft. of building space.




Fire Statistics (Calendar Years 2016, 2017, 2018, 2019)

Statistics include:

- The number of fires and the cause of each fire
- The number of injuries (if any) related to a fire that result in treatment at a medical facility (including the on-campus student Health Center)
- The number of deaths (if any) related to a fire
- The value of property damage caused by a fire

2016

Category	Statistic
Number of Fires	0
Number of Injuries	0
Number of Deaths	0
Value of Property Damage	\$0

2017

Category	Statistic
Number of Fires	1
Number of Injuries	0
Number of Deaths	0
Value of Property Damage	\$0

2018

Category	Statistic
Number of Fires	1
Number of Injuries	0
Number of Deaths	0
Value of Property Damage	\$500

2019

Category	Statistic
Number of Fires	0
Number of Injuries	0
Number of Deaths	0
Value of Property Damage	\$0



Fire Log for the Calendar Year 2019

The chart below would indicate any reportable fires for the academic year 2019.

There were no fires reported.

Date	Time	General Location	Type
2019			

Descriptions of Fire and Life Safety Systems for Residential Buildings

Fire Alarm Network

Fairfield University has upgraded their existing Simplex TrueSite Workstation (TSW) fire alarm network that can support four network loops with as many 392 Simplex panels to now include integrated e-mail notification and vectored support monitoring. The network is a system of individual fire alarm control panels that have direct communication into the TSW network and can maintain the status and control of its own dedicated circuit points.

Each node reports to a UL listed alarm receiving TSW annunciation, located in the dispatch center of the Department of Public Safety. The TSW includes a UPS battery back-up system which will provide 72 hours of power in the event of a power outage and an internal UL watchdog card that keeps the fire alarm application running at all times and automatically launches the application upon reboot .



HEOA Institutional Disclosure Requirements

Institutions that participate in Title IV HEOA programs and maintain on-campus student housing facilities are required to disclose an annual *fire safety report and fire log* to both current and prospective students and employees. This report includes the following: fire statistics, a fire log, residential building life safety system descriptions, fire drill statistics, policies of electrical appliances and smoking, procedures for evacuation, policies on fire safety education and training, and plans for future improvement in the field of life safety.

By October 1 of each year (beginning with the Oct. 1, 2010 report) an institution that maintains any on-campus student housing facility must distribute an annual fire safety report, or notice of the report, to all enrolled students and current employees. The annual report must include statistics for the three most recent calendar years for which data are available. This three-year requirement will be phased in. The fire report containing three years of data will be the October 1, 2012 report. The statistics must also be submitted to the Department of Education where they must make the statistics publicly available.

Fairfield University will maintain the report electronically on the main public website (www.fairfield.edu) for public viewing. This report will also be maintained through the intra-campus StagWeb system for current students and employees.

The report can be found at:

http://www.fairfield.edu/student/ehs_about.html

Paper copies are available upon request:

To request a paper copy, please e-mail (jmbouchard@fairfield.edu) or write to:

Office of the Fire Marshal
DLN 210
Fairfield University
1073 North Benson Road
Fairfield, CT 06824

Note: The *Security Report* for Fairfield University is published separately from the *Fire Safety Report*. To access the *Security Report* visit http://www.fairfield.edu/student/ps_clery.html or contact the Department of Public Safety at (203) 254-4090.



Fire Drill Procedures and Statistics *(cont'd.)*

Fire drill reports are kept in both hard copy and electronic formats. Reports are reviewed bi-annually and prior to each series of drills. These reports indicate the various times associated with the drill and the length of time needed to evacuate. They also indicate staff presence and any concerns or comments that may arise whether it be student conduct or otherwise.

Below is an excerpt from the University's Emergency Evacuation Plan as it pertains to fire drills.

Fire Drills (as adopted from the CSFSC Part V 10.6)

- 7.1 Emergency egress and relocation drills shall be regularly conducted and with sufficient frequency to familiarize occupants with the drill procedure and to establish conduct of the drill as a matter of routine. (10.6.1, 20.9.2.1.1)
- 7.2 Drills shall be designed in cooperation with the local authorities and shall consider the needs of the physically challenged. Notification will be made via the Office of the Fire Marshal. (10.6.1)
- 7.3 Drills shall include suitable procedures to ensure that all persons subject to the drill participate. (10.6.2)
- 7.4 Responsibility for the planning and conducting of drills shall be assigned to the Office of the Fire Marshal. (10.6.3)
- 7.5 When conducting drills, emphasis shall be placed on orderly evacuation rather than on speed. (10.6.4)
- 7.6 Drills shall be held at expected and unexpected times and under varying conditions to simulate the unusual conditions that can occur in an actual emergency. (10.6.5)
- 7.7 Drill participants shall relocate to a predetermined location and remain at such location until a recall or dismissal signal is given. (10.6.6)
- 7.8 A written record of each drill shall be completed by the Emergency Coordinator (person responsible for conducting the drill) and Safety Coordinator (Area Coordinator) and maintained in the Office of the Fire Marshal. (10.6.7)

Student Handbook Fire Safety Policies *(Academic Year 2019)*

Smoking

Smoking and Vaping is prohibited in all University buildings and facilities. Consistent with applicable state laws, this prohibition includes all of the student residences (residence halls, townhouses, and apartments). In addition, individuals smoking are expected to be at least 30 feet from the building or whatever greater distance is required so as not to allow smoke to travel back into the building. Violations of the smoking policy may result in a fire, an educational activity, and/or community service.

Candles

Candles or incense, even for decorative purposes, are prohibited in the student residences (residence halls, townhouses, and apartments). Candles or incense found in student rooms will be confiscated and may not be returned.



Student Handbook Fire Safety Policies (*Academic Year 2019*)

Christmas and Holiday Decorations

Natural Christmas trees are not permitted in any student residence (including townhouses and apartments). Light strands are permitted, but cannot be in doorways and must have mini-lights, not larger bulbs. No decorations or other room furnishings may be attached to or suspended from light fixtures or fire safety equipment.

Appliances

Refrigerators and Microwaves

The University provides a combination microwave/refrigerator unit in every residence hall room. No other refrigerators or microwaves are permitted. Townhouses and apartments are equipped with refrigerators, but students may bring a U.L. approved microwave.

Halogen Lamps

Halogen lamps are not permitted in any/all residential building.

Cooking Appliances

The Office of Residence Life policies provided by the University contain a listing of approved cooking appliances and no other appliances are permitted. Items that are not permitted include (but are not limited to): All non-UL listed appliances, all non-University provided grills including “George Foreman type” units, non-university refrigerators, toaster ovens, and other items that present an obvious fire or life safety hazard.

Arson, Fire Alarms, and Emergency Equipment

The deliberate setting of a fire on University property is a very serious offense and will result in removal from housing and/or dismissal from the University.

Tampering with fire fighting equipment (e.g., fire extinguishers, smoke detectors, heat sensors, etc.), reporting bomb scares, or setting off false fire and emergency alarms may endanger lives and are serious violations of state and federal laws, as well as University regulations.

Heat and/or smoke detectors, as well as sprinkler heads, are extremely sensitive and may be activated by any contact. Therefore, students should not touch these devices or hang objects from them. Violations of this policy will result in disciplinary action, up to and including dismissal or expulsion from the University.

Failure to leave a building in the event of a fire alarm is serious and may endanger a student’s life or the lives of others. Individuals who do not leave a building will be subject to disciplinary action.



Descriptions of Fire and Life Safety Systems for Residential Buildings

Sprinkler Systems

All residential halls are fully sprinklered with automatic sprinkler systems and fire department standpipes. The residential quad, which includes 70 McCormick Rd, Gonzaga, Loyola, Champion, Jogues, Regis Halls, and 42 Langguth has wet sprinkler and standpipe systems. All flow and tamper switches are electronically monitored through the fire alarm system in each respective building.

The Village Complex, which includes Kostka and Claver Halls, 51 McInnes Rd, and 47 Mahan Rd, has wet sprinkler and wet or dry standpipe systems. All flow and tamper switches are electronically monitored through the fire alarm system in each respective building.

Dolan Hall and 42 Faber Road have both automatic wet and dry sprinkler systems and dry standpipes with electronic tamper switch monitoring throughout

The Townhouse Complex, which has 15 buildings with 6 to 8 apartments in each Building. All buildings are fully sprinklered with residential type 13 sprinkler systems. All flow and tamper switches are electronically monitored through the fire alarm system in each respective building.

Fire Drill Procedures and Statistics

Fire drills are conducted throughout the academic year. Fairfield University's academic year consists of two semesters (September - December and January - May). A series of two drills are conducted each semester for a total of four per year per building.

All residential buildings classified as Residential Halls (R-2 *dormitories*) begin each semester with announced fire drills that are conducted during normal business hours. These drills are followed up later in the semester with a series of unannounced fire drills. Buildings classified as Residential Halls are: Gonzaga, Loyola, Champion, Jogues, Regis, 70 McCormick Rd, 42 Faber Rd, Kostka, and Claver. Although Dolan Hall, 51 McInnes Rd and 47 Mahan Rd are classified as R-2 *apartments*, the Fire Marshal conducts fire drills in the respective buildings as necessary.

The Townhouse Complex, which is occupied by upper-class students, consists of two-story townhouse style residences provided with two accessible exits in each unit that discharge directly to a public way. We, therefore, do not hold fire drills for occupants living in these buildings.

Policies on Fire Safety Education & Training

EH&S and the Office of the Fire Marshal are committed to providing and facilitating educational opportunities for faculty, staff, and students. It is our policy to provide training programs for all Residence Life staff (both full-time employees and student resident assistants (RA)) on an annual basis prior to each academic year. Continuing education for Residence Life staff is provided on an as needed and/or requested basis. Residential building evacuation procedures are reviewed and practiced twice each semester.

General fire safety education is also available to various departments and are conducted upon request. Campus-wide fire extinguisher training, where required, is conducted by an outside contractor who specializes in fire extinguisher maintenance and education.

Fire & Life Safety Improvements

The Office of the Fire Marshal, in conjunction with Facilities Management, has expanded the installation of Denlar™ cooking fire suppression hood units to include all residential halls and apartment buildings.



All Townhouse buildings are now equipped with carbon monoxide (CO) detectors that are integrated with the fire alarm detection system. CO alarm activations are reported directly to the Department of Public Safety's dispatch center. Currently all Fire Alarm activations are reported to the local Fire Department apparatus I Pads for exact locations mapping to preplans of campus.



Plans for Future Improvement

The backbone of a campus fire safety program is student and employee educational training programs. Developing a long-term relationship between fire safety education and student living and learning communities will be an ongoing commitment for the Office of the Fire Marshal.

The Office of the Fire Marshal will continue to monitor the success of the Denlar™ cooking fire suppression hoods that have been installed in all residential halls and apartment buildings.