Baker University Fire Safety Report

The Campus Fire Safety Right-to-Know Act (s. 354) was passed in the United States Senate (July 2007). This act requires all college/university campuses nationwide to make public their fire safety information, statistics, and all fire-related events to students and their families. This public disclosure is intended to inform current and prospective students of the fire safety programs and policies in place at Baker University, and the institution’s state of readiness to detect and respond appropriately to fire related emergencies.

### FIRE PROTECTIVE FEATURES IN CAMPUS RESIDENCE FACILITIES

<table>
<thead>
<tr>
<th>Baker University Residential Facilities</th>
<th>Fire Detection System (Smoke, Heat, Ion)</th>
<th>Fire Suppression System</th>
<th>Fire Extinguishers Present</th>
<th>Redundant Monitoring System</th>
<th>Fire Drills Each Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gessner Hall</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td>2</td>
</tr>
<tr>
<td>Irwin Hall</td>
<td>Yes</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td>2</td>
</tr>
<tr>
<td>New Living Center</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>2</td>
</tr>
<tr>
<td>Markham Apartments</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>2</td>
</tr>
<tr>
<td>Horn Apartments</td>
<td>Yes</td>
<td>yes</td>
<td>Yes</td>
<td>Yes</td>
<td>2</td>
</tr>
</tbody>
</table>

### 2012 CAMPUS FIRE STATISTICS

<table>
<thead>
<tr>
<th>BUILDING</th>
<th>NUMBER OF FIRES</th>
<th>CAUSE OF FIRE</th>
<th>INJURIES REPORTED</th>
<th>DEATHS REPORTED</th>
<th>VALUE OF PROPERTY DAMAGED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gessner Hall 518 Dearborn</td>
<td>0</td>
<td>N/A</td>
<td>0</td>
<td>0</td>
<td>$ -</td>
</tr>
<tr>
<td>Irwin Hall 810 Dearborn</td>
<td>0</td>
<td>N/A</td>
<td>0</td>
<td>0</td>
<td>$ -</td>
</tr>
<tr>
<td>New Living Center 614 Dearborn</td>
<td>0</td>
<td>N/A</td>
<td>0</td>
<td>0</td>
<td>$ -</td>
</tr>
<tr>
<td>Markham Apartments 305 6th St.</td>
<td>0</td>
<td>N/A</td>
<td>0</td>
<td>0</td>
<td>$ -</td>
</tr>
<tr>
<td>Horn Apartments 301 6th St.</td>
<td>0</td>
<td>N/A</td>
<td>0</td>
<td>0</td>
<td>$ -</td>
</tr>
</tbody>
</table>
**Banned Items**

Materials that are prohibited from use in the residential facilities include:

- Flammable liquids and chemicals
- Cut Christmas trees or boughs
- Four-way or cheater plugs
- Firearms and fireworks
- Paint ball, BB-guns, or other weapons
- Extension cords
- Laser Pointers
- Contact paper on walls/furniture
- Tacks or nails in walls or ceilings
- Aluminum foil covering windows
- Alcohol and alcohol paraphernalia (for example, but not limited to empty alcohol containers, equipment used in aid of rapid consumption (i.e. beer bongs), alcohol used in aid of production or containers where intent is to consume).
- Candles and incense (lit or unlit), candle warmers and paraphernalia
- Pets (other than fish in a 20 gallon or less tank)
- Animals
- Dart boards

Prohibited practices involving fire safety include: any modification of existing electrical equipment such as outlets, light fixtures, wiring, etc.; running electrical cords under carpeting or through a doorway or window; connecting high wattage appliances or other electronic equipment to outlets by extension cords that do not contain breaker switches; decorating a student room by hanging tapestries, flags, or posters on the ceiling or in a way that covers vents on appliances or electronic equipment; changing or adding locks to doors, any practice that constitutes a fire hazard (e.g., careless use of smoking materials, etc.).

**Electrical Appliances**

Refrigerators 3.7 cubic feet and under and microwaves 1.5 cubic feet and under may be used in the residence halls. Devices such as ovens, electric woks, full-size refrigerators, deep fryers, hot plates, quesadilla makers, George Foreman Grills, and halogen lamps are prohibited (see list of additional banned electrical appliances below). University provided stoves in apartments are the only exceptions. In compliance with fire and safety codes, the following appliances are **NOT ALLOWED** in any residential facility:

- Any appliance with an exposed heating surface (University-provided appliances in the apartments are the only exception)
- Space heaters
- Refrigerators larger than 3.7 cubic feet (NOTE: ONE per room/in Gessner/Irwin or 2 per suite in NLC)
- Microwave ovens larger than 1.5 cubic feet (NOTE: ONE per room/suite ONLY)
- Halogen lamps or quartz light bulbs and lamps
• Hot plates
• Oil popcorn poppers
• Electric sauce pans
• Any type of grill
• Any appliance not clearly marked as U/L approved
• Sun or heat lamps
• Electric blankets
• Four-way or “cheater” plugs
• Any type of extension cords w/o breaker
• Broiler ovens, toasters/toaster ovens (except in the Apartments)
• Electrical items that cause electrical outages

Prohibited practices involving fire safety include: any modification of existing electrical equipment such as outlets, light fixtures, wiring, etc.; running electrical cords under carpeting or through a doorway or window; connecting high wattage appliances or other electronic equipment to outlets by extension cords that do not contain breaker switches; decorating a student room by hanging tapestries, flags, or posters on the ceiling or in a way that covers vents on appliances or electronic equipment; changing or adding locks to doors, any practice that constitutes a fire hazard (e.g., careless use of smoking materials, etc.).

FIRE SAFETY EQUIPMENT, PROCEDURES, PREVENTION

It is a serious offense to tamper with fire safety equipment, such as fire extinguishers, fire alarms, and smoke detectors or other fire prevention equipment or pulling the fire alarm under false pretenses will be subject to swift and decisive disciplinary action with eviction from University-owned housing being the most viable sanction. Tampering with the fire alarms or fire extinguishers is prohibited, and persons who do this may be prosecuted under the law. Anyone tampering with fire equipment is subject to a $1,000 fine and possible criminal charges. The resident will also go through the university judicial process.

Evacuation

Fire drills occur approximately once a semester in Baker-owned housing. The purpose of the fire drill is to acquaint residents with a rapid and orderly means of exit during an emergency. Participation in fire drills is mandatory. All persons in the building must participate in the drill and evacuate the building. Failure to do so may result in Conduct Action. Residents are to follow evacuation procedures. Specific evacuation procedures for each building will be explained by the Residence Life Staff at the first floor meeting and are posted throughout the building. When an alarm sounds, the building must be thoroughly and immediately evacuated. Baker Security and Baldwin City Fire Department are automatically notified. Do not panic. Please familiarize yourself with the emergency procedures for your building as soon as you move in. Follow these simple instructions:

1. Turn off your room lights except for ceiling lights. Leave blinds (and curtains) open.
2. Close windows and lock door and take your room key and Baker ID card with you.
3. Grab a coat, shoes and a towel to cover your face and head and leave in an orderly fashion as instructed in the evacuation procedures.
4. Walk quickly and quietly and use the closest exits.
5. Stand away from the building at the designated area. The Residence Life Staff will inform students when they may return to the building. Deliberately remaining in or returning to a building during an evacuation is a danger to yourself and to others who will enter the building to find you. This policy also applies to fire drills. Students found in buildings when a fire alarm is active may be subject to Conduct Action.
6. Be respectful of Hall Staff, Public Safety, and Public Service officials who are acting in the line of duty.
7. The Residence Life Staff will check each room to make certain that everyone has evacuated (as the nature of the emergency permits).

If a fire is outside your room/apartment and it is unsafe to exit:
1. Crack a window and remain near the opened window.
2. Hang a bed sheet or any large light-colored cloth out the window. This will signal your location to emergency personnel.
3. Keep close to the floor and near the outside wall. Remember that smoke rises.
4. Do not panic. Remain calm and cooperate with the staff and emergency personnel during emergencies.

Prevention
The best fire safety starts with prevention. To prevent fires and accidents, residents must use common sense and follow these simple guidelines:

- Smoking is prohibited in University-owned buildings or within 25 feet of any entrance or building.
- Use ashtrays, found outside of buildings, to completely extinguished cigarettes or matches.
- Use only UL-approved electrical appliances. Use caution when using these appliances. Do not leave electrical appliances unattended.
- Halogen lamps are not permitted in University-owned housing facilities.
- Make certain that decoration materials are fireproof or fire retardant.

Open flames of any type (including candles and the burning of incense or coals), combustible chemicals (including propane and other fuels), multiple (“octopus”) electrical adapters, appliances with frayed wires, and ungrounded electrical appliances are not permitted inside or within 25 feet of university-owned housing facilities. For a complete list of items and practices prohibited in residential facilities under the fire code, please refer back to the Electrical Appliances and Banned Items sections.

Unsafe and prohibited practices involving fire safety include: any lock modifications or additions to doors, any modification of existing electrical equipment, such as outlets, light fixtures, wiring, etc.; running electrical cords under carpeting; running electrical cords through a door way or window; connecting high wattage appliances or other electronic equipment to outlets by extension cords that do not contain breaker switches; decorating a student room by hanging tapestries, flags or posters on
the ceiling or in a way which covers vents on appliances or electronic equipment; any practice which constitutes a fire hazard (i.e. careless use of smoking materials, etc.).

Fire extinguishers are located throughout the residence halls and apartment buildings. They are to be used only in the event of a fire. They are considered fire equipment and are not to be disturbed. Do not tamper with the fire extinguisher or use them for anything other than to extinguish a fire.

Exit signs are located strategically throughout the buildings to indicate exit routes, particularly in emergency situations. Do not remove or tamper with any of these signs. When an alarm is activated, it sounds throughout the entire building. The building must be thoroughly and immediately evacuated when an alarm sounds.

Individuals found tampering with the fire alarms, extinguishers, smoke detectors or other fire prevention equipment or pulling the fire alarm under false pretenses will be subject to swift and decisive disciplinary action with eviction from University-owned housing being the most likely sanction. Do not tamper with the fire/life safety equipment. All hallways, decks, and walkways must be kept clear to allow for safe entrance to and exit from all individual rooms and apartments per fire/life safety codes. A fire drill is conducted at least once each semester for each residence hall and house. All persons in the building must participate in the drill and evacuate the building. The purpose of the fire drill is to acquaint residents with a rapid and orderly means of exit during an emergency. Participation in fire drills is mandatory. Residents who do not comply with the procedure are subject to disciplinary action. This policy will be enforced through casual observation and announced periodic fire safety inspections of residence hall rooms by residence hall staff. Materials and items prohibited from campus that are found in residence hall rooms and apartments will be confiscated, documented, and held until the owner safely removes them from campus. Violations of this policy will be addressed through the judicial process.