# Evangel University

## Main Campus
## 2013
## Annual Fire Safety Report

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**A. Description of fire safety systems in on-campus housing facilities**

At Evangel University the six residence halls (Burgess, Krause, Lewis, Scott, Spence, and Walther) are continuously monitored by an addressable fire detection system. Smoke detectors are located in the hallways and lobbies. Heat detectors are located in the laundry room and mechanical room. Manual pull stations are available at each exit point.

Audible and visual alarms are activated in the residence hall and at the Department of Public Safety communications center when any sensing device detects the conditions of a fire. Each floor in the residence hall is equipped with at least two fire extinguishers. These systems are maintained by the Department of Public Safety.

Additionally, in every residence hall room there is a battery-operated smoke detector maintained by the Physical Plant Department.

Perkin Hall apartments, Evangel Court duplexes, and other rental properties are equipped with battery-operated smoke detectors and battery-operated $CO_2$ detectors maintained by the Physical Plant. Battery operated devices provide an audible alarm at the device.

**B. Number of fire drills held during previous calendar year**

Fire drills were conducted in Lewis Hall, Krause Hall, Burgess Hall, Scott Hall, Walther Hall, and Spence Hall in April of 2011. Fire drills were conducted in Krause Hall, Burgess Hall, Scott Hall, Walther Hall, and Spence Hall in October of 2011.

**C. Policies or rules on portable electrical appliances, smoking, and open flames**

<u>Cooking and Appliances</u>: Each residence hall is equipped with an ice machine, vending machines and a microwave oven and/or toaster for making snacks in the second floor lobby. However, the residence halls are not designed to accommodate kitchens; therefore, only microwaves, coffeepots, hot pots and compact refrigerators may be used. All appliances must be kept clean.

<u>Open Flames</u>: Open flames or objects capable of producing a flame are prohibited in the residence halls. This includes burning/burnt candles, incense, oil lamps, matches, and cigarette lighters. In the event of a power failure, use a flashlight, not candles. [Alert Level 1 (formerly Disciplinary Alert) (minimum), plus $20 fine]

<u>Smoking</u>: Smoking tobacco or other products is prohibited. This includes hookah smoking.

**D. Procedures for student housing evacuation in the case of a fire alarm**

In the event of a fire alarm students should evacuate using the primary or secondary route and assemble with other residents of their floor at the predetermined assembly point in a safe area away from the residence hall.

**E. Policies regarding fire safety education and training programs provided to the students and employees.**

Each Residence Director conducts a hall meeting at the beginning of the semester to provide information on fire safety and the appropriate action to take during a fire alarm or fire emergency. The Residence Director covers evacuation routes and assembly points in these meetings.

The following information regarding the proper procedure to follow in case of a fire or explosion is provided in the current *Evangel University Emergency or Crisis Plan* flip chart maintained and posted in various campus locations for students and employees by the Evangel University Safety Committee:

Fire or Explosions

1. Activate any fire alarms in the vicinity.
2. Call the Department of Public Safety at 911 or 7000 and report the fire.
3. Use a fire extinguisher before evacuating only if it is possible to do so without jeopardizing your personal well-being, and the fire is small or just beginning.
4. In smoky conditions, crawl, staying near the floor; touch closed doors before opening them to see if they are hot from a fire on the other side.
5. If there is time, close all windows and doors, turn off all electrical circuits and gas valves.
6. Do not lock doors or use elevators.
7. Leave the building (assist any persons with mobility impairments out of the building or at least to safe refuges [e.g. stairwell landings]) and assemble outside the building. Immediately determine if everyone is present.
8. Inform emergency and Public Safety personnel of the locations of any people who may still be in the building (e.g. physically impaired).
9. The building may be re-occupied upon issuance of an "all clear" signal by Department of Public Safety.

The following fire safety education information is provided in the current *Student Handbook*:

Fire Doors: According to the City Fire Marshal the stairwell doors are “fire doors” and must not be left open.

Failure to Respond Promptly to a Fire Alarm: All students MUST leave the RH immediately when a fire alarm sounds. [Alert Level 1 (formerly Disciplinary Alert) (minimum), plus $50 fine]

Fire Safety Systems Misuse or Pranks: Misusing or committing pranks involving fire safety systems (e.g., building or floor fire/ smoke alarms, fire extinguishers and electrical panels) is prohibited [Probation Level 2 (formerly Behavioral Probation) up to and including Dismissal]. Students violating this standard may be prosecuted also by the City of Springfield, as this is a violation of Springfield city ordinances. Municipal Ordinance #F109-3 provides that such a person will be issued a citation and a summons to appear in court. The penalty is six months in jail and/or a $500 fine. If a fire truck responds to the false alarm, the penalty is six months in jail and a $500 fine. In addition, the Fire Marshal states that when the pulling of a fire alarm as a prank results in the evacuation of over ten persons from a building, it can be considered a "terrorist threat." This is a Class "C" Felony and, as a federal offense, would be turned over to the FBI for prosecution.

Residence Hall Room Smoke Detectors: Tampering with room smoke detectors, which includes removing the batteries or disabling them in any way, is prohibited, [Alert Level 2 (formerly Community Alert) (minimum) plus $50 fine]

**F. List of the titles of each person or organization to which students and employees should report that a fire has occurred**

Fires, regardless of size or damage, must be reported immediately to the Department of Public Safety at 417-865-2815, ext. 7000, or 911 (not 9-911) from an on-campus telephone.

**G. Future improvements**

1. Better staff and student fire safety training, including fire extinguisher training
2. Generator back-up of residence halls for essential lighting and electronics
3. Number of fire drills to be increased to one per semester
4. Installation of additional emergency exit signs and reorientation of some existing exit signs
5. Exit routes posted on every floor

**Residential Facilities Fire Statistics**

| Facility | Address | Number of Fires in 2010 | Number of Fires in 2011 | Number of Fires in 2012 | Category of Fire | Cause of Fire | Fire-related injuries | Fire-related deaths | Property damage |
|---|---|---|---|---|---|---|---|---|---|
| **Spence Hall** | 1111 N. Glenstone Ave. | 0 | 0 | 0 | N/A | N/A | 0 | 0 | 0 |
| **Walther Hall** | 1111 N. Glenstone Ave. | 0 | 0 | 0 | N/A | N/A | 0 | 0 | 0 |
| **Scott Hall** | 1111 N. Glenstone Ave. | 0 | 0 | 0 | N/A | N/A | 0 | 0 | 0 |
| **Krause Hall** | 1111 N. Glenstone Ave | 0 | 0 | 0 | N/A | N/A | 0 | 0 | 0 |
| **Burgess Hall** | 1111 N. Glenstone Ave | 0 | 0 | 0 | N/A | N/A | 0 | 0 | 0 |
| **Lewis Hall** | 1111 N. Glenstone Ave | 0 | 0 | 0 | N/A | N/A | 0 | 0 | 0 |
| **Perkin Hall** | 1111 N. Glenstone Ave | 0 | 0 | 0 | N/A | N/A | 0 | 0 | 0 |
| **House 01** | 1533 E. Division St. | 0 | 0 | 0 | N/A | N/A | 0 | 0 | 0 |
| **House 02** | 1541 E. Division St. | 0 | 0 | 0 | N/A | N/A | 0 | 0 | 0 |
| **Duplex 01** | 1508 N. Evangel Court | 0 | 0 | 0 | N/A | N/A | 0 | 0 | 0 |
| **Duplex 02** | 1514 N. Evangel Court | 0 | 0 | 0 | N/A | N/A | 0 | 0 | 0 |
| **Duplex 03** | 1520 N. Evangel Court | 0 | 0 | 0 | N/A | N/A | 0 | 0 | 0 |
| **Duplex 04** | 1526 N. Evangel Court | 0 | 0 | 0 | N/A | N/A | 0 | 0 | 0 |
| **Duplex 05** | 1534 N. Evangel Court | 0 | 0 | 0 | N/A | N/A | 0 | 0 | 0 |
| **Duplex 06** | 1540 N. Evangel Court | 0 | 0 | 0 | N/A | N/A | 0 | 0 | 0 |
| **Duplex 07** | 1546 N. Evangel Court | 0 | 0 | 0 | N/A | N/A | 0 | 0 | 0 |
| **Duplex 08** | 1552 N. Evangel Court | 0 | 0 | 0 | N/A | N/A | 0 | 0 | 0 |
| **Duplex 09** | 1554/1556 N. Evangel Court | 0 | 0 | 0 | N/A | N/A | 0 | 0 | 0 |
| **House 03** | 1522 N. Weller Ave. | 0 | 0 | 0 | N/A | N/A | 0 | 0 | 0 |
| **House 04** | 1630 E. Pythian St. | 0 | 0 | 0 | N/A | N/A | 0 | 0 | 0 |
| **House 05** | 1634 E. Pythian St. | 0 | 0 | 0 | N/A | N/A | 0 | 0 | 0 |
| **House 06** | 1644 E. Pythian St. | 0 | 0 | 0 | N/A | N/A | 0 | 0 | 0 |
| **House 07** | 1650 E. Pythian St. | 0 | 0 | 0 | N/A | N/A | 0 | 0 | 0 |
| **House 08** | 1660 E. Pythian St. | 0 | 0 | 0 | N/A | N/A | 0 | 0 | 0 |
| **House 09** | 1670 E. Pythian St. | 0 | 0 | 0 | N/A | N/A | 0 | 0 | 0 |
| **House 10** | 1710 E. Pythian St. | 0 | 0 | 0 | N/A | N/A | 0 | 0 | 0 |
| **Duplex 10** | 1716 E. Pythian St. | 0 | 0 | 0 | N/A | N/A | 0 | 0 | 0 |
| **House 11** | 1526 N. Weller Ave. | 0 | 0 | 0 | N/A | N/A | 0 | 0 | 0 |
| **House 12** | 1536 N. Weller Ave. | 0 | 0 | 0 | N/A | N/A | 0 | 0 | 0 |
| **House 13** | 1540 N. Weller Ave. | N/A | 0 | 0 | N/A | N/A | 0 | 0 | 0 |
| **House 14** | 1517 N. Delaware Ave. | N/A | 0 | 0 | N/A | N/A | 0 | 0 | 0 |
| **House 15** | 1544 N. Weller Ave | N/A | N/A | 0 | N/A | N/A | 0 | 0 | 0 |
| **House 16** | 1604 N. Weller Ave* | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| **House 17** | 1627 N. Delaware Ave* | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A |
| **Apartment 1** | 510 E. Elm St.* | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A |

*Properties acquired in 2013