

SALISBURY UNIVERSITY  
2020 ANNUAL FIRE SAFETY REPORT

This Annual Fire Safety Report is published and distributed by Salisbury University Police in compliance with The Higher Education Act of 1965 (HEA) as amended by the Higher Education Opportunity Act of 2008 (HEOA). It contains fire safety information about on-campus student housing facilities including fire statistics, fire safety systems, fire drills, evacuation procedures, fire safety rules, fire safety education and training policies, fire reporting procedures, and plans for future fire safety improvements.

Annually, prior to October 1, current students and employees are sent an email message

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Co-workers, staff, or residents will assist you to evacuate only if it places them in no personal danger. Visually impaired persons should have a sighted assistant to guide them to safety. Hearing impaired persons will be informed of the emergency by strobe lights and individually by co-workers, staff or other students.

## BUILDING FIRE SURVIVAL INFORMATION

**Feel the Door before Opening** ±Before opening any doors, feel the metal doorknob. If it is hot, do not open the door. If it is cool, brace yourself against the door, open it slightly, and if heat or smoke are present, close the door and stay in the room.

**If You Get Trapped** - Keep the doors closed and seal cracks and vents if smoke comes in. If you are trapped in a room and there is no smoke outside, open the windows. Lower the top to let heat and smoke out and the bottom to let fresh air in.

**Signal for Help** ±Hang an object in the window such as a towel or jacket to attract the attention of the fire department. If you have a phone, dial 911 and report that you are trapped and provide room number or location information.

**Drop and Roll** ±If your clothes catch on fire, immediately stop, drop and roll to smother the flames.

**Fire Extinguishers** ±Fire extinguishers are placed in university buildings in accordance with state requirements. It is university policy that everyone evacuates the building during a fire emergency. Only individuals that are trained in the use of fire extinguishers may voluntarily choose to fight a fire if the fire is very small. If the fire extinguisher does not put out the fire, leave immediately.

## FIRE WATCHES

Whenever it is brought to the attention of the staff of residential buildings or departmental personnel that the fire alarm or sprinkler system is inoperable or has been placed out of service, a fire watch shall be established.

- x Responsible personnel (residential staff, security personnel, etc.) shall be assigned to the fire watch.
- x The entire building shall be toured at least one time during each hour of the fire watch.
- x The fire watch shall be maintained at all times that the building is occupied until the fire protection system is repaired.

## FIRE SAFETY EDUCATION AND TRAINING PROGRAMS FOR STUDENTS, FACULTY AND STAFF

During National Fire Prevention Month (October), Environmental Health and Safety (EHS) uses a campus-wide email as a fire safety training tool. The email includes information regarding emergency procedures and how to prepare for a fire emergency. The campus is also provided with an annual update for life-safety and emergency preparedness information which includes procedures to be followed during a fire emergency. Additional information <http://www.salisbury.edu/police/emergency/fire.aspx>.

Physical Plant Trades, Grounds, and Housekeeping personnel are trained annually in fire safety protocols and procedures by EHS. In addition, Physical Plant Trades, Housekeeping and Laboratory personnel are provided training for use of fire extinguishers for incipient fires in their work areas.



- x Unsanitary conditions or fire hazards in a room or area
- x Flaming alcoholic beverages
- x Electric blankets
- x Live Christmas trees/decorations
- x Halogen, lava, and sun lamps
- x Hover boards (excludes University Park)

**Electrical Appliances:**

Due to the limited electrical capacity of each hall for reasons of fire safety, students are required to observe the following:

1. All electrical appliances must carry the approval label of the Underwriters Laboratory.
2. Use of multiple extension cords is prohibited (an extension cord plugged into another extension cord or surge protector).
3. Space heaters/kerosene or electric heaters are prohibited.
4. Use of any cooking appliances is prohibited in a student room, except coffee makers and blenders (excludes Sea Gull Square and Chesapeake Hall).
5. Refrigerators that are rated greater than 1.7 amps are prohibited.
6. Microwave R Y H Q V D U H S L O R K W E X L O M H I Q W D F J S W R Y L G H G L O U F H R D P V R Q  
Apartments may have a microwave oven in the common areas.

**SMOKE-FREE CAMPUS POLICY**

Smoking or vaping of any product is prohibited on the campus of Salisbury University. This consists of all buildings (leased or owned), including residence halls, all grounds and exterior open spaces (except the designated smoking areas located on the periphery of the main campus), parking lots and garages, on-campus sidewalks, streets, driveways, stadiums, recreational spaces and practice facilities, and in all University-owned or leased vehicles. Individuals found in violation of the Smoke-Free Policy may be denied access to the University campus and/or incur a fine in the amount of \$75 along with any other applicable sanctions. For more information, visit: <http://www.salisbury.edu/smoke-free/policy.aspx>.

In addition, smoking is strictly prohibited in all University buildings, including the 1000 Clubhouse/community building. Smoking must be at least 30 feet away from any community building.

**EVACUATION/FIRE DRILLS 11/19/19 FIRE DRILL 9 /TT1 11/4/36.83-**















**PLANS FOR FUTURE IMPROVEMENTS IN FIRE SAFETY:**

Over the past several years, many of the residence halls have been upgraded to include voice enabled emergency annunciators and full sprinkler coverage. Of the 12 residence halls, only Dogwood Village does not have a sprinkler system at this time. According to the facility master plan, Dogwood Village will be replaced by a new residence hall in the future. The replacement will have a full sprinkler system and include a voice annunciator system.

In 2015 all smoke detectors were replaced in every University Park apartment. During 2016, 22 water gauges were replaced and Knox boxes were added to each building. In 2020, University Park plans to begin replacing the fire alarm panels.

The University continues to assess and upgrade fire safety equipment as an ongoing process to ensure that all equipment meets National Fire Safety standards. Future improvements will be made as needed as part of the process to Keler

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