



NAU CAMPUS FIRE SAFETY REPORT

OVERVIEW

This public disclosure is intended to inform current and prospective students and employees of the fire safety programs and policies in place at NAU, and the institution's state of readiness to detect and respond appropriately to fire related emergencies. Any questions concerning fire safety should be directed to the NAU Fire Life Safety Department at (928) 523-1873 or in person at Bldg. 77, Rm. 105A.

GENERAL STATEMENT OF UNIVERSITY OWNED STUDENT HOUSING

Residence hall staff receives intensive and comprehensive fire safety training at the beginning of each semester. In addition, a quality control program that covers emergency and evacuation procedures is reviewed regularly with the occupants and staff of each respective residence hall. Every student room has an emergency evacuation map installed on the inside of the front door as well, to direct occupants to primary and secondary exits. Fire drills are conducted four times a year in all residential buildings.

SPECIFIC FIRE PREVENTION RELATED POLICIES

It is the policy of the Northern Arizona University to provide faculty, staff, students and visitors with the safest possible environment, free from potential fire hazards. The primary goal of the University's Fire Prevention Program is to recognize hazardous conditions and take appropriate action before such conditions result in a fire emergency. This goal is accomplished by (1) conducting periodic fire safety inspections of all University buildings, (2) increasing the fire safety awareness of employees and students by conducting periodic training on basic fire safety, and (3) conducting third party fire safety audits. Regarding Fire Safety Inspections, fire and life safety features of the buildings shall be in compliance with all applicable standards of the National Fire Protection Association (NFPA) and adopted Codes by the State of Arizona. The Office of Fire Life Safety conducts annual fire safety inspections of all University buildings. Some buildings may be inspected more frequently as deemed necessary. A copy of the completed Fire Inspection Report for each building will be forwarded to the office of the Arizona State Fire Marshal.

RESIDENTIAL LIFE GUIDELINES

Introduction And Scope

Northern Arizona University's (NAU) Office of Residential Life supports the student population with living quarters on the university's campus. NAU must ensure all operations and living quarters are safe and compliant with all applicable federal, state, and local codes, standards, and ordinances, e.g., Building Codes and Fire Codes.

NAU Fire Life Safety is responsible for inspecting and coordinating with each unit representative within Residential Life to ensure a safe environment and operation. The following guidelines have been prepared for university personnel to facilitate proper use and operation of congregated residential facilities on university property.

REQUIREMENTS

Residential Occupancies

University residential occupancies include any facility approved and designed as living quarters. The following guidelines help assure a safe and effective emergency egress.

1. Each residential facility must have a written emergency evacuation plan. All staff must be instructed and drilled in the duties they are to perform related to this plan.
2. Drills in emergency evacuation must be conducted quarterly covering such points as the operation of the alarm system, alerting guests, and a study of instructions for emergency duties. (At least one drill will be a no-notice drill conducted by Fire Life Safety).
3. There must be a meeting place of safe refuge established with a backup location for accountability for all staff, residents, and guests of the residence.
4. There must be one staff member to advise emergency personnel of vital information related to the emergency and any person unaccounted for at the assembly location (e.g., NAU Police and/or City of Flagstaff Fire Department).

5. Health and safety: For reasons of health and safety; pets, candles, incense, explosives, weapons, halogen lamps, water furnishings, and some appliances are not permitted in student living units. Cooking is not permitted in traditional residence hall rooms.

Electrical Safety

The following guidelines must be assured whenever electrical equipment, lighting, or any electrical wiring is utilized or affected by decorative materials or displays:

- All electrical equipment and lighting must be tested and approved by a recognized testing laboratory, e.g., Underwriters Laboratory (UL).
- All appliances and lighting must be inspected for damage and operability prior to use.
- Use appliances and lighting only as approved and recommended by the manufacturer. Lighting must be mounted in a manner that will not damage the wiring or be damaged by other equipment.
- Running electrical cords through doorways or any openings through walls, ceilings, or floors is prohibited.
- The use of multi-plug adapters is prohibited. (Exception: any adapter or cord that has an operational circuit breaker is acceptable for more than one appliance as long as used within the recommended use, design, and load capacities of the manufacturer.)

Candles/Open Flames and other Heat Sources

Any item utilized for decoration, display, or personal use that generates or emits heat must comply with the following guidelines:

- Use of candles, open flames, and burning are prohibited in all university buildings. (Exception: Authorized “hot work” by qualified maintenance personnel and temporary approval granted by the NAU Fire Marshal or State Fire Marshal-- Temporary approval is granted on a one-time individual case-by-case basis.)
- Portable heaters and other portable heat generating equipment must have appropriate safety features to automatically shutoff power to equipment whenever tipped over or the temperature of the device exceeds the manufacturer’s pre-determined heat exposure limit, (must be U.L. listed).

EVACUATION PROCEDURES

If a fire or smoke detector alarm sounds, immediately vacate the building via the nearest stairwell and proceed at least 100 feet outside the building until a Residence Life staff member or Fire Safety officer allows you to reenter. A student’s full cooperation in any evacuation is required. Failure to evacuate the building in the event of an alarm sounding will result in disciplinary action.

EMERGENCY PLANNING AND EXECUTION

Emergency plans and drills are necessary for all facilities to help ensure a safe, effective, and efficient evacuation. Residential Life facilities where the occupants live require an emergency plan for each facility which includes quarterly fire drills (one will be an unannounced — no notice fire drill).

Each staff member working and/or residing in residential halls must be aware of the emergency plans, how to execute an evacuation, and proper notification procedures for prompt emergency response. The plan includes floor plans indicating exit locations, telephone numbers for emergency contact of occupants and responders, all egress notification procedures, evacuation procedures, and assembly area for accountability.

FIRE REPORTING

In case of a fire or to report a fire safety concern immediately call the NAU Police Department at (928) 523-3000. Information related to fire safety reporting for campus housing should be submitted to the Director of Residence Life at (928) 523-7617 or Residence.Life@nau.edu

PLANS FOR FUTURE IMPROVEMENTS

Fire protection systems are tested annually under the supervision of the Fire Life Safety Department. Improvements, upgrades or repairs to fire safety systems are made when tests or evaluations indicate a problem exists. The Fire Life Safety Department is currently seeking approval to upgrade all residential buildings that do not provide sprinkler coverage and/or approved fire alarm systems.

Residential Fire Control Systems – By Building

Building Name	Fire Alarm Control Panel	Smoke Detectors	In Room Detector	Manual Pull Stations	Central Station Reporting	Automatic Sprinklers	Stand Pipe systems	Fire Drills conducted quarterly	Hand Held Fire extinguisher provided
Allen Hall	X	X	X	X	X	X		X	X
Aspen Crossing	X	X	X	X	X	X		X	X
Campbell Hall	X	X	X	X	X	X		X	X
Campus Heights			X					X	X
Cowden Hall	X	X	X	X	X	X		X	X
Gabaldon Hall	X	X	X	X	X	X		X	X
Gillenwater Hall	X		X	X	X			X	X
McConnell Hall	X		X	X	X			X	X
McDonald Hall	X		X	X	X			X	X
McKay Village	X	X	X	X	X	X		X	X
Mountain View	X	X	X	X	X	X	X	X	X
Morten Hall	X	X	X	X	X	X		X	X
Pine Ridge	X	X	X	X	X	X		X	X
Raymond Hall	X		X	X	X	X		X	X
Reilly Hall	X	X	X	X	X	X	X	X	X
Roseberry	X	X	X	X	X			X	X
Sechrist Hall	X	X	X	X	X	X	X	X	X
South Apartments			X					X	X
Taylor Hall	X	X	X	X	X	X		X	X
Tinsley Hall	X	X	X	X	X	X		X	X
Wilson Hall	X	X	X	X	X	X		X	X

Fire Log

Location	Date	Time	Cause	Injuries Requiring Medical Treatment	Number of Deaths	Value of Damaged Property
Allen	04/17/09	01:03 AM	Arson	0	0	\$ 70.00
Allen	11/19/09	10:56PM	Arson	0	0	\$ 50.00
Sechrist	11/20/09	12:51AM	Arson	0	0	\$ 100.00
Allen	11/20/09	11:50PM	Arson	0	0	\$ 200.00
Allen	11/21/09	01:15AM	Arson	0	0	\$ 10.00
Allen	11/23/09	10:27PM	Arson	0	0	\$ 5.00
Raymond	12/04/09	01:17PM	Arson	0	0	\$ 100.00
Morten	12/09/10	07:53PM	Electrical	0	0	\$ 350.00

Fire Statistics – By Building

2010 Northern Arizona University Campus

Location	Number by Building	Cause	Number of Injuries	Number of Deaths	Value of Property Damaged
Allen Hall	0	-	-	-	-
Aspen Crossing	0	-	-	-	-
Campbell Hall	0	-	-	-	-
Campus Heights	0	-	-	-	-
Cowden Hall	0	-	-	-	-
Gabaldon Hall	0	-	-	-	-
Gillenwater Hall	0	-	-	-	-
McConnell Hall	0	-	-	-	-
McDonald Hall	0	-	-	-	-
McKay Village	0	-	-	-	-
Mountain View	0	-	-	-	-
Morten Hall	1	Electrical	0	0	\$ 350.00
Pine Ridge	0	-	-	-	-
Raymond Hall	0	-	-	-	-
Reilly Hall	0	-	-	-	-
Roseberry	0	-	-	-	-
Sechrist Hall	0	-	-	-	-
South Apartments	0	-	-	-	-
Taylor Hall	0	-	-	-	-
Tinsley Hall	0	-	-	-	-
Wilson Hall	0	-	-	-	-
Totals:	1		0	0	\$ 350.00

Fire Statistics – By Building

2009 Northern Arizona University Campus

Location	Number by Building	Cause	Number of Injuries	Number of Deaths	Value of Property Damaged
Allen Hall	5	Arson	0	0	\$ 335.00
Aspen Crossing	0	-	-	-	-
Campbell Hall	0	-	-	-	-
Campus Heights	0	-	-	-	-
Cowden Hall	0	-	-	-	-
Gabaldon Hall	0	-	-	-	-
Gillenwater Hall	0	-	-	-	-
McConnell Hall	0	-	-	-	-
McDonald Hall	0	-	-	-	-
McKay Village	0	-	-	-	-
Mountain View	0	-	-	-	-
Morten Hall	0	-	-	-	-
Pine Ridge	0	-	-	-	-
Raymond Hall	1	Arson	0	0	\$ 100.00
Reilly Hall	0	-	-	-	-
Roseberry	0	-	-	-	-
Sechrist Hall	1	Arson	0	0	\$ 100.00
South Apartments	0	-	-	-	-
Taylor Hall	0	-	-	-	-
Tinsley Hall	0	-	-	-	-
Wilson Hall	0	-	-	-	-
Totals:	7		0	0	\$ 535.00