



**SACRAMENTO
STATE**

Redefine the Possible

**Annual Fire Safety Report
2014-2016**

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Fire Safety Right-To-Know Act

In compliance with the Campus Fire Safety Right-to-Know Act, which was part of the reauthorization of the Higher Education Opportunity Act, Sacramento State's Fire Safety Report is included as section within the annual security report. The Fire Safety Report is compiled courtesy of the Sacramento State Office of Housing and Residential Life and paper copies are available through their offices during normal business hours. The Higher Education Opportunity Act (HEOA) places two (2) safety-related requirements on Universities that participate in federal student financial aid programs, which are the Fire Log and the Annual Fire Safety Report.

Fire Log

Universities must keep a fire log that states the nature of the fire, date, time, and general location of each fire in on-campus student housing facilities. Sacramento State complies with this rule by including all fire-related incidents in the Sacramento State Police Department Media Log. The public can also view the most recent 60 days of crime and fire-related incidents by visiting the public counter, located on the first floor of the Police Department or online at <http://www.csus.edu/aba/police/Media-Alerts.html>.

Annual Fire Safety Report

Universities with on-campus student housing facilities must publish annually a fire safety report that provides information on campus fire safety practices and standards. Sacramento State complies with this regulation by including all fire-related incidents at on-campus student housing facilities as part of the "Annual Security & Fire Safety Report." Information contained in this annual fire safety report includes: number and cause of fires at all on-campus student housing facilities; number of fire-related deaths; related injuries; value of fire-related property damage; information on evacuation procedures; fire safety education and training programs; fire safety systems in each student housing facility; number of regular mandatory supervised fire drills; and policies on portable electrical appliances, smoking and open flames.

If a fire occurs in any building, community members should immediately notify the Sacramento State Police Department by dialing 911 from a campus phone or (916) 278-6000. The Sacramento State Police Department will initiate a response to the Sacramento Fire Department and can summon the fire department quickly through this method of communication. The university fire alarm systems alert community members of potential hazards. Community members are required to heed an activated fire alarm system, and evacuate a building immediately. Use the nearest available exit to evacuate the building. Gather outside at the Housing Quad/Lawn area in front of Dining Commons. Community members should familiarize themselves with the exits in each building. Occupants should use the stairs to evacuate the building. If you are caught in the elevator, push the emergency phone button. The emergency phones in elevators on campus ring to a Sacramento State Police Department dispatcher.

Fire Protection Equipment/Systems

All residential buildings are equipped with fire detection and alarm systems which are monitored by the Police Department, 24 hours a day, 365 days a year. The University reviews the current fire prevention system in the residence Halls and makes assessments as to whether future improvements are needed. The University retrofitted existing ADA rooms in the American River Courtyard with fire alarm horns/strobes per State Fire Marshal direction. In 2013, improvements were made in Sutter and Sierra

Hall. Battery operated smoke detectors were upgraded with new detectors that report directly to the fire monitoring system. In 2014 the fire alarm system in Draper Hall and in 2015 the fire alarm system in Jenkins Hall were completely renovated. Old smoke detectors and pull stations were replaced with an automatic system with horns, strobes and pull stations that report to the Police Department. All systems have been updated to meet current standards and regulations; this work has been completed within the last five (5) years. Fire Detection and alarm systems will be installed in the new residence hall in 2017.

Health and Safety Inspections

Members of the Housing staff conduct periodic inspections of all bedrooms, bathrooms and common areas. Residents are notified beforehand of the inspection process. The inspections are conducted to identify safety violations as well as conditions which may be detrimental to the health or well-being of the wider residential community.

Of Record

The resident's electronic signature on the Housing Services Occupancy Agreement, required in order to take occupancy, signifies their acceptance of and responsibility for abiding by residential and University policies as provided through all printed publications, websites, e-mail and other vehicles. Specific Health and Safety policies and procedures are outlined in the Residential Life Handbook as well as the Occupancy Agreement.

Definitions

Fire: Rapid oxidation of combustible material accompanied by heat, light and smoke of combustible material, which is found outside of its normal appliance, whether or not it is extinguished prior to arrival of emergency.

Fire-related Deaths: Number of persons who were fatalities because of a fire incident, including death resulting from a natural or accidental cause while involved in fire control, attempting a rescue, or persons escaping from the fire scene (an individual who dies within one (1) year of injuries sustained as a result of a fire).

Fire-related Injuries: Number of persons receiving injuries from fire-related incidents, including an injury from a natural or accidental cause who received medical treatment at a local medical facility. This includes first responders attempting to control the fire, attempting a rescue, or persons escaping from the fire scene. Persons may include students, faculty, staff, visitors, firefighters, or any other individuals.

Estimated U.S. Dollar Loss Related to Fire Incidents: Estimated total U.S. dollar loss of both contents and structure or property destroyed because of a fire incident, not loss of business.

Evacuation Procedures Posted: When a fire alarm is activated, evacuation is mandatory. DO NOT use elevators; evacuate the building using the nearest available exit. Gather outside at the Housing Quad/Lawn area in front of Dining Commons to begin an accountability and assessment process.

Fire Alarms Monitored by Sacramento State: Fire alarms are monitored 24 hours a day, seven days a week, 52 weeks a year by the Sacramento State Police Department.

Buildings Equipped with Fire Alarm Systems and Smoke Detectors: Buildings that have functional fire alarm systems and smoke detectors installed.

Buildings Protected with Automatic Sprinkler System Throughout: Indicates an automatic sprinkler system protects all areas of a building.

Emergency Evacuation Drills (formerly known as Fire Drills): The number of supervised scheduled drills or actual events at campus residence halls are facilitated and certified by Housing personnel. Various drills are conducted throughout the year to familiarize students and staff with emergency procedures and individual roles.

Fire Safety Training

All Resident Hall Staff are required to attend fire safety training under the direction of Environmental Health and Safety. Training is provided to the Resident Hall staff on an annual basis. As part of the training, staff receive instructions on how to effectively use the proper fire extinguisher based on the type of fire.

Residential Hall life students receive fire safety information in their Residential Life Handbook. Residents are provided fire safety information and evacuation training at the beginning of the each semester during their respective hall meetings. During student training they receive specific procures for how to evacuate their respective areas.

Fire Safety training is provided to faculty, staff and students in various depths depending on the work they perform on campus. All employees receive basic training covering emergency procedures, i.e., exit routes, fire extinguisher/pull station locations and reporting procedures, through the campus Emergency Action training program. Emergency Action training is required for all employees when they are initially employed by the University, when their work location changes and every 3 years after. Employees who perform “hot work” (welding, cutting, etc.), electrical workers, and others whose work may involve ignition sources receive fire extinguisher training in addition to training covering how to prevent fires and recognize fire hazards.

Fire Policies for On-Campus Student Housing Facilities

Portable Electrical Appliances: Hot plates, halogen lamps, immersion coils, air conditioners, freezers, dishwashers, washing machines, and open-coil appliances are prohibited in University residences as they pose a threat of electrical overload and/or fire.

Microwaves, computers, stereos, televisions, radios, irons, non-commercial hairdryers, and other similar appliances are permitted, unless specifically prohibited by the residence staff. All appliances must have a manufacturer’s label that show the electrical ratings and listing by a nationally recognized testing laboratory (e.g., ETL, UL, etc.). We strongly recommend the use of surge protectors.

Mini-fridges are permitted. No more than one refrigerator less than 4.4 cubic feet may be installed per room. Caution should be taken to prevent fire hazards resulting from excessive use of appliances and over-dependence on power strips and extension cords.

Lamps:

- The use of halogen lamps is prohibited.
- Carefully read all safety instructions and warnings that accompany any lamp.
- Never use bulbs of a higher wattage or of a different style than is recommended by the manufacturer’s instruction.
- Never remove or discard a bulb that is hot to the touch; don’t try to operate a lamp that has damaged or missing parts.
- Do not place lamps near clothing, draperies, or bedding, as incidental contact with the lamp bulb could ignite the material. Keep lamps away from windows, bunk beds, and closets.
- NEVER place materials such as towels or clothing on top of lamps.
- Avoid placing lamps in location where they may be knocked over.
- Always remember to turn off or unplug any lamp when changing bulbs or when leaving your room/apartment.
- Taking proper precautions and guarding against potential hazards posed by lamps will help ensure community safety.

Smoking: All residence halls are designated as smoke-free. Smoking is prohibited in all residential buildings.

Open Flames: Fire or smoke producing articles, such as Bunsen burners, portable stoves, kerosene lamps, cut trees, incense and candles are prohibited in residence hall rooms. Possession of hibachis, barbecue grills, smokers, potpourri burning units or other fire-starting devices/substances is prohibited in residences.

Mailing Addresses for Residence Halls:

Residence halls	Address
American River Courtyard	6002 J Street, Sacramento, CA 95819-2600
Desmond Hall	6014 J Street, Sacramento, CA 95819-2638
Draper Hall	6010 J Street, Sacramento, CA 95819-2635
Jenkins Hall	6012 J Street, Sacramento, CA 95819-2637
Sierra Hall	6006 J Street, Sacramento, CA 95819-2634
Sutter Hall	6004 J Street, Sacramento, CA 95819-2633
Upper Eastside Lofts	6400 Folsom Blvd, Sacramento, CA 95819

Reported Fires for 2014 by Building Location for All Sacramento State
On-Campus Residence Halls

Reported Fires Calendar Year 2014	Total Fires in Each Building	# of Fires	Date	Time	Cause of Fire	Number of Injuries That Required Treatment at a Medical Facility	Number of Deaths Related to Fire	Values of Property Damage Caused by Fire	Case #
American River Courtyard	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Desmond Hall	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Draper Hall	1	1	12/19/2014	10:30	Oven	0	0	0	140786
Jenkins Hall	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Sierra Hall	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Sutter Hall	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
TOTALS	0	0							

2014 Residential Fire Safety Amenities by Building Location for All
Sacramento State On-Campus Residence Halls

Residential Fire Safety Amenities Calendar Year 2014	Fire Alarms Monitored by Public Safety 24/7/365	Building Equipped with Full Sprinkler System	Building Has Fire Alarms and Smoke Detectors	Evacuation Plans Posted and Fire Safety Training Conducted	Number of Evacuation Drills Conduct Each Academic Year
American River Courtyard	X	X	X	X	4
Desmond Hall	X		X	X	4
Draper Hall	X		X	X	4
Jenkins Hall	X		X	X	4
Sierra Hall	X		X	X	4
Sutter Hall	X		X	X	4
TOTALS					24

Reported Fires for 2015 by Building Location for All Sacramento State
On-Campus Residence Halls

Reported Fires Calendar Year 2015	Total Fires in Each Building	# of Fires	Date	Time	Cause of Fire	Number of Injuries That Required Treatment at a Medical Facility	Number of Deaths Related to Fire	Values of Property Damage Caused by Fire	Case #
American River Courtyard	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Desmond Hall	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Draper Hall	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Jenkins Hall	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Sierra Hall	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Sutter Hall	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Upper Eastside Lofts	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
TOTALS	0	0							

2015 Residential Fire Safety Amenities by Building Location for All
Sacramento State On-Campus Residence Halls

Residential Fire Safety Amenities Calendar Year 2015	Fire Alarms Monitored by Public Safety 24/7/365	Building Equipped with Full Sprinkler System	Building Has Fire Alarms and Smoke Detectors	Evacuation Plans Posted and Fire Safety Training Conducted	Number of Evacuation Drills Conduct Each Academic Year
American River Courtyard	X	X	X	X	4
Desmond Hall	X		X	X	4
Draper Hall	X		X	X	4
Jenkins Hall	X		X	X	4
Sierra Hall	X		X	X	4
Sutter Hall	X		X	X	4
Upper Eastside Lofts	X		X	X	4
TOTALS					28

Reported Fires for 2016 by Building Location for All Sacramento State
On-Campus Residence Halls

Reported Fires Calendar Year 2016	Total Fires in Each Building	# of Fires	Date	Time	Cause of Fire	Number of Injuries That Required Treatment at a Medical Facility	Number of Deaths Related to Fire	Values of Property Damage Caused by Fire	Case #
American River Courtyard	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Desmond Hall	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Draper Hall	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Jenkins Hall	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Sierra Hall	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Sutter Hall	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Upper Eastside Lofts	0	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
TOTALS	0	0							

2016 Residential Fire Safety Amenities by Building Location for All
Sacramento State On-Campus Residence Halls

Residential Fire Safety Amenities Calendar Year 2016	Fire Alarms Monitored by Public Safety 24/7/365	Building Equipped with Full Sprinkler System	Building Has Fire Alarms and Smoke Detectors	Evacuation Plans Posted and Fire Safety Training Conducted	Number of Evacuation Drills Conduct Each Academic Year
American River Courtyard	X	X	X	X	4
Desmond Hall	X		X	X	4
Draper Hall	X		X	X	4
Jenkins Hall	X		X	X	4
Sierra Hall	X		X	X	4
Sutter Hall	X		X	X	4
Upper Eastside Lofts	X		X	X	4
TOTALS					28