

Grinnell College
Campus Safety & Security
Campus Fire Safety Annual Compliance Report
2009

Overview

The Higher Education Opportunity Act (Public Law 110-315) became law in August, 2008, requiring all United States academic institutions to produce an annual fire safety report outlining fire safety practices, standards, and all fire-related on-campus statistics. The following public disclosure report details all information required by this law as it relates to Grinnell College.

General Statement of College Owned/Controlled Student Housing

At Grinnell College all residence halls have a wet sprinkler system throughout with a pre-action system in the attic. The system is also equipped with flow and valve tamper switches monitored by F/A panel. The system also has non-addressable fire alarm panels with hard-wired photo-electric smoke detectors in hallways; hard-wired smoke/heat detectors in mechanical rooms, custodial closets, lounges & student rooms; hard-wired heat detectors in kitchens. Fire alarm panels announce to the Campus Safety & Security and Facilities Management offices.

Fire Safety Plans

If a fire is discovered in any college building members of the campus are encouraged to call the Grinnell College Campus Security Department, 269-4600. The fire alarm emergency signal is a continuous sounding of the fire alarm. In case of a fire each person in the residence hall or building should leave the building as quickly as possible, using available stairways and fire escapes. Each student or campus community member should also leave room doors unlocked and close the door upon exiting their room. Students and community members should walk quietly and quickly downstairs and stand in a designated area away from the building. Fire safety procedures are listed on page 124-125 in the student handbook or online at <http://www.grinnell.edu/offices/studentaffairs/shb/section5/safety/>

Residence Hall: Student Housing Fire Protection Systems;

Main Hall Langan Hall Norris Halls	Wet sprinkler throughout with pre-action system in attic. Flow and valve tamper switches monitored by F/A panel	Non-addressable fire alarm panel with hard-wired photo-electric smoke detectors in hallways; hard-wired smoke/heat detectors in mechanical rooms, custodial closets, lounges & student rooms; hard-wired heat detectors in kitchens. Fire alarm panel annunciates to Security and FM offices.
Cleveland Haines; James Read; Loose Yunker; Smith Gates; Rawson Clark; Dibble	Wet sprinkler throughout with pre-action system in attic Flow and valve tamper switches monitored by F/A panel.	Non-addressable fire alarm panel with hard-wired photo-electric or ionization smoke detectors in hallways; hard-wired heat detectors in kitchens and mech. rms; 10-yr battery smoke detectors in bedrooms. Fire alarm panel annunciates to Security and FM offices.
Cowles	Wet sprinkler throughout (no attic) Flow and valve tamper switches monitored by F/A panel	Non-addressable fire alarm panel with hard-wired photo-electric or ionization smoke detectors in hallways; hard-wired heat detectors in kitchens and mech. rms; 10-yr battery smoke detectors in bedrooms. Fire alarm panel annunciates to Security and FM offices.
Lazier Kershaw Rose East	Wet sprinkler throughout (no attic) Flow and valve tamper switches monitored by F/A panel	Addressable fire alarm panel with hard-wired photo-electric smoke detectors in hallways, kitchens, lounges, custodial, bedrooms, etc.; hard-wired heat detectors in mech. rms. Fire alarm panel annunciates to Security and FM offices.

Houses: Student Housing Fire Protection Systems

1130 East 1205 Park BCC-1033 Park	Wet sprinkler throughout (no protection in attic) Flow and valve tamper switches monitored by F/A panel.	Non-addressable fire alarm panel with hard-wired photo-electric or ionization smoke detectors in hallways; 10-yr battery detectors in bedrooms. Fire alarm panel annunciates to Security and FM offices.
1128 East 1217 Park 1221 Park 1227 Park 1316 Park	Wet sprinkler throughout (no protection in attic) Flow and valve tamper switches monitored by F/A panel.	Non-addressable fire alarm panel with hard-wired photo-electric smoke detectors in hallways; hard-wired smoke/heat detectors in mech. Rooms and attics; heat detectors in kitchens; 10-yr battery detectors in bedrooms. Fire alarm panel annunciates to Security and FM offices.

Campus Fire Emergencies

If a fire occurs in a campus building, everyone should quickly exit the building, using available stairways and fire escapes. The emergency signal for a fire is a continuous sounding alarm. After reaching safety, call the Safety and Security Department at ext. 4600 or dial 911 for assistance.

Emergency Telephone and Campus Numbers

Fire: 4600, 911 or 7-236-2655

Building Fire Equipment

Mechanical problems with locks, doors, or other security or fire equipment should be reported to Facilities Management or the Campus Safety & Security Office.

Students are encouraged not to walk on fire escapes or the roofs of college buildings excepting during drills or a fire emergency. Students found in the resident halls after the fire alarm has sounded may be fined \$20 which will be billed to their student account.

How to Report a Fire

If a burning odor or smoke is present, call the Campus Safety and Security Office at extension 4600 (or dial 911). Report the exact location of the fire and, if known, what is burning. If a fire is detected, sound the building alarm by pulling an alarm station.

Fire Safety Procedures

The act of discharging a fire extinguisher, lighting a fire, and misuse or tampering with the alarm or sprinkler systems is considered irresponsible behavior and endangers the lives of others and can result in immediate judicial or criminal action. The college reserves the right to pursue criminal charges through the appropriate authorities.

The minimum penalty for discharging fire extinguishers or misuse or tampering with fire alarm or sprinkler systems includes a minimum \$50 fine for students. When the individual responsible cannot be identified, the fine is equally divided among the hall or house residents and taken from their continuing enrollment deposit.

A. Actions to Take

- If you can help control the fire without personal danger, take action with available fire fighting equipment. If not, leave the area.
- A local alarm station will cause the alarm to sound. It does not automatically notify the Fire Department, But does notify the Campus Safety and Security
- Never allow the fire to come between you and an exit.
- Remove all persons from the danger area. Close doors behind you to confine the fire.

B. Response to Audible Fire Alarms

- If the audible alarm sounds for more than 30 seconds or starts to sound for a second time, evacuate the building immediately.
- Do not use the elevators.
- If requested, accompany and assist persons with disabilities who appear to need assistance.
- Leave all parcels and personal property inside.
- Remain approximately 100 feet from the exits to help facilitate clear access to the building for the fire department.
- Return to the building only when instructed to do so by campus security staff, police, or fire department officials.

Policies Related to Fire Safety Measures

Portable electronic appliances

- **Electrical Equipment:** Electrical appliances, including but not limited to electric blankets, cooking and heating equipment, heat lamps, halogen lamps, microwave ovens (with the exception of microfridges offered by Huskie Rental), and window air conditioners are not allowed in the residence halls. Students with a medical condition requiring AC may use their own free standing air conditioner. Students are not permitted to alter existing wiring. (Student Handbook, page 90)
- Smoking is not permitted inside college buildings or on college property. Smoking is allowed along the sidewalks near the perimeter of the colleges property and in the area between the sidewalk and the city streets.

- Open flames
 - i. *Fireplaces and Fire Wood*
Most residence halls are equipped with fireplaces available for use on a group basis. Fires are not allowed in fireplaces in college owned houses. When available, firewood is provided free for hall activities. To obtain firewood for a hall event, contact the Residence Life Coordinator of the residence hall in which the fireplace is located. This should be done a day in advance, minimum.
 - ii. *Bonfires*
Bonfires/camp fires are only allowed in specific locations. Facilities Management designates these areas. There is currently only one location on campus where bonfires/camp fires are allowed. This location is on the north side of campus next to the tennis court parking lot and Grinnell College athletic track. For more details about exact location, please contact Facilities Management. The following procedures must be followed:
 - All bonfires must be approved by a Dean in the Office of Student Affairs.
 - Only wood supplied by Facilities Management can be used. Students are not allowed to provide their own wood. Students must request firewood from Facilities Management at least one day in advance. If a large amount of wood is requested, Facilities Management may need at least one week prior notification.
 - The Grinnell Fire Department should also be contacted for approval of an open fire at 236-2655.
 - The student(s) requesting the bonfire/camp fire is responsible for extinguishing the fire prior to leaving the site. Organizer must discuss proper extinguishing procedures with Facilities Management prior to the event.
 - No bonfires/camp fires are permitted when the City of Grinnell has a burning ban.
 - If at any time during the bonfire/camp fire, a Grinnell College staff member or security officer feels the fire is out of control, the fire will be extinguished.
 - Failure to follow these procedures results in Judicial action.
 - iii. *Barbecues & Open Flames*
A limited number of barbecue grills are available for student use. Permission must be obtained from the Director of Facilities Management before barbecues can be set on college property. Under no circumstances are students allowed to barbecue on the loggia. Candles are prohibited in the residence halls and on loggias.
 - iv. *Fireworks Policy*
The use of fireworks is illegal by Iowa law. The possession or use of fireworks on campus is prohibited. Policy violation may result in a fine and/or judicial action. Criminal sanctions may also be imposed.

Fire Safety Training

Grinnell College Student Affairs and Safety and Security departments conduct fire drills in campus student residence halls at the beginning of each academic year. Each resident of the on campus housing is required to participate with the drill using the techniques that are outlined on the student handbook.

Grinnell College currently and routinely contacts the Grinnell Fire Department for training and advice.

Statistics For On Campus Student Resident Facilities

Statistics concerning the on campus student residential facilities are listed below in the most recent calendar year for which data is available:

2008 On-Campus Student Housing Facilities	Causes												Injuries relating to fire resulting in treatment at medical facility	Death relate d to Fire	Value of Property Damaged by Fire	
	System Trouble	Cooking	Cigarette type smoke	Unknown	Other Responses	sprinkler set off by resident not fire	Fire	fog machine	Steam	construction	False pull station	Candle				TOTAL
Main Hall	1	2	0	0	0	0	0	0	0	0	0	0	3	0	0	\$ -
Langan Hall	0	2	0	0	0	0	0	0	0	0	0	0	2	0	0	\$ -
Norris Halls	2	4	0	0	0	0	0	0	0	0	0	0	6	0	0	\$ -
Cleveland	0	1	3	1	0	0	0	0	0	0	0	0	5	0	0	\$ -
Haines	1	1	0	0	0	0	0	0	0	0	0	0	2	0	0	\$ -
James	1	0	0	0	0	0	0	0	0	0	0	0	1	0	0	\$ -
Read	1	1	0	0	0	0	0	0	0	0	0	0	2	0	0	\$ -
Loose	0	1	1	1	0	0	2	0	0	0	0	0	5	0	0	\$ 100.00
Yunker	0	11	0	0	0	0	0	1	0	0	0	1	13	0	0	\$ -
Smith	0	7	0	0	0	0	0	0	0	0	0	0	7	0	0	\$ -
Gates	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
Rawson	1	0	0	0	0	0	0	0	0	0	0	0	1	0	0	\$ -
Clark	1	0	0	0	0	1	0	0	0	0	0	0	2	0	0	\$ -
Dibble	1	1	0	0	1	0	0	0	0	0	0	0	3	0	0	\$ -
Cowles	4	1	0	0	0	0	0	0	0	0	0	0	5	0	0	\$ -
Lazier	2	1	0	0	0	0	0	0	0	0	0	0	3	0	0	\$ -
Kershaw	2	0	0	0	0	0	0	0	0	0	0	0	2	0	0	\$ -
Rose	2	1	0	0	1	0	0	0	0	0	0	0	4	0	0	\$ -
Rathjie	0	0	0	0	0	0	0	0	1	0	0	0	1	0	0	\$ -
1130 East	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
1205 Park	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
BCC-1033 Park	0	1	0	0	0	0	0	0	0	0	0	0	1	0	0	\$ -
1128 East	0	1	0	0	0	0	0	0	0	0	0	0	1	0	0	\$ -
1217 Park	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
1221 Park	0	2	0	0	1	0	0	0	0	0	0	0	3	0	0	\$ -
1227 Park	0	4	0	0	0	0	0	0	0	0	0	0	4	0	0	\$ -
1316 Park	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
1011 Park	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
1008 Park	0	4	0	0	0	0	0	0	0	0	0	0	4	0	0	\$ -
1019 Park	1	0	0	0	0	0	0	0	0	0	0	0	1	0	0	\$ -
1023 Park	0	2	0	0	0	0	0	0	0	0	0	0	2	0	0	\$ -
All other Campus Buildings/Areas	26	2	6	0	1	0	5	1	1	1	1	0	44	0	0	\$250.00
ALARM TOTAL												127	Damage Property Total	\$350.00		
*Caveat During the daytime hours during the week Facilities Management monitors the campus Fire Alarm system. For the 2008 calendar year there is no data available from Facilities Management on fire alarms that generated a Facilities Management response. As of March 1 st 2009, report information concerning the fire alarm system will be report by Facilities Management to the Campus Safety & Security Office																