

Fire Safety Report 2016-2017



LIFE PACIFIC
COLLEGE

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Introduction

Life Pacific College is dedicated to providing a safe and protected environment and community. Policies and procedures have been developed and are continuing to evolve into an increasingly safe and inviting campus. Each department within the campus works together to achieve the goals and institutional directives set forth by its governing leadership. The information in this report outlines and describes the basic policies and guidelines that each department, employee and student may need, in addition to reporting any first statistics for the previous 4 years.

Definitions Used in this Report

- *Cause of fire:* The factor or factors that give rise to a fire. The causal factor may be, but is not limited to, the result of an intentional or unintentional action, mechanical failure, or act of nature. The following cause categories will be used in this report:
- *Fire:* Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.
- *Unintentional Fire:* A fire that does not involve an intentional human act to ignite or spread fire into an area where the fire should not be.
- *Intentional Fire:* A fire that is ignited, or that results from a deliberate action, in circumstances where the person knows there should not be a fire.
- *Fire drill:* A supervised practice of a mandatory evacuation of a building for a fire.
- *Fire-related injury:* Any instance in which a person is injured as a result of a fire, including an injury sustained from a natural or accidental cause, while involved in fire control, attempting rescue, or escaping from the dangers of the fire. The term “person” may include students, employees, visitors, firefighters, or any other individuals.
- *Fire-related death:* Any instance in which a person—
 - Is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of a fire; or
 - Dies within one year of injuries sustained as a result of the fire.
- *Fire safety system:* Any mechanism or system related to the detection of a fire, the warning resulting from a fire, or the control of a fire. This may include sprinkler systems or other fire extinguishing systems, fire detection devices, stand-alone smoke alarms, devices that alert one to the presence of a fire, such as horns, bells, or strobe lights, smoke-control and reduction mechanisms, and fire doors and walls that reduce the spread of a fire.
- *Value of property damage:* The estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quantity. This estimate will include contents damaged by fire, and related damages caused by smoke, water, and overhaul; however, it will not include indirect loss, such as business interruption.

Fire Safety Improvements

The college assesses and upgrades fire safety equipment to ensure that all equipment meets National Fire Safety standards. The college continues to evaluate and improve smoke/heat detection systems, as necessary, to meet life safety requirements and protect college assets. It periodically assesses the need for other improvements in fire safety, make recommended improvements as soon as possible.

2013 Fires (Fire Related Causes, Injuries, Deaths, Property Loss Details)

2014 Fire Statistics					
Residence	# of Fires	Cause of Fire	Related Injuries	Related Deaths	Property Loss \$
McPherson D	0	n/a	0	0	0
Canning E	0	n/a	0	0	0
Cadonau F	0	n/a	0	0	0
Hamilton G	0	n/a	0	0	0

2014 Fires (Fire Related Causes, Injuries, Deaths, Property Loss Details)

2015 Fire Statistics					
Residence	# of Fires	Cause of Fire	Related Injuries	Related Deaths	Property Loss \$
McPherson D	0	n/a	0	0	0
Canning E	0	n/a	0	0	0
Cadonau F	0	n/a	0	0	0
Hamilton G	0	n/a	0	0	0

2015 Fires (Fire Related Causes, Injuries, Deaths, Property Loss Details)

2016 Fire Statistics					
Residence	# of Fires	Cause of Fire	Related Injuries	Related Deaths	Property Loss \$
McPherson D	0	n/a	0	0	0
Canning E	0	n/a	0	0	0
Cadonau F	0	n/a	0	0	0
Hamilton G	0	n/a	0	0	0

Campus Fire Safety Systems

All campus buildings are equipped with a Fire Detection and Reporting system. When a fire alarm is activated, an immediate notice is sent to ABA Alarm Company who monitors the system 24 hours daily. ABA Alarm Company will also contact the local Fire Departments to dispatch necessary units.

The following structures have Fire Alarms and Monitoring systems:

- Building A--Simonson Center
- Building B—Academic Office and Café (Café has Halon fire suppression system above grills)
- Building C—Classrooms
- Building G—Hamilton Resident Hall

The following structures have Fire Alarms, Alarm Strobe Lights, Monitoring systems, and Fire Sprinkler systems:

- Building D—McPherson Resident Hall
- Building E—Canning Resident Hall
- Building F—Cadonau Resident Hall
- Building H—Hick's Student Activity Center

All buildings have strategically placed fire extinguishers located at each floor entry/exit doors, as well as strategic areas within the buildings. There are no Fire Pump systems in any of the buildings.

Campus Emergency Contact Information

LPC CAMPUS EMERGENCY LINE

909-599-5433

For campus emergencies that are **life-threatening**, please **dial 911 first**, then dial the campus **Safety Director** at **909-343-3121**.

IMPORTANT CONTACT PHONE NUMBERS TO REMEMBER:

- Emergencies: 911
- San Dimas Sheriff Department: 909-450-2700 (non-emergencies)
- Office of Student Development: (909) 706-3051
- Residence Life Office: (909) 706-3092 (Hamilton Hall, 1st floor)
- Resident Coordinator (909) 706-3097 (Hamilton Hall, 1st floor)
- Office of Campus Safety (909) 706-3036 (Cadonau Hall, 1st floor office)
- Campus Safety Director (909) 343-3121

Fire Drills

2014	Zero fire drills conducted
2015	One fire drill conducted
2016	One fire drill per semester

Fire Safety Education and Training Programs

All Resident Life staff is briefed and trained on the basic principles of fire safety, and procedures, including evacuation procedures, during the required training and orientation sessions at the start of each Fall semester.

A campus-wide Fire and Safety Education and Training Program is currently under development for the Staff and Faculty, which will be implemented during the Fall 2016 semester.

Residence Hall Fire Emergency & Reporting Procedures

At the first sign of an obvious fire, individuals are instructed to sound the building alarm by pulling the red alarm box to initiate an alarm and, if possible, call 911 immediately. Pull boxes are located at the end of each floor hallway. If the fire is small and contained, you may attempt to put it out with an extinguisher. Fire extinguishers are located in each floor hallway by the fire pull boxes. Whether or not the fire is extinguished, the building should be vacated. ResLife staff should be notified as soon as possible. College personnel are required to notify the San Dimas Fire Department whenever there is a fire, even if it has been extinguished. Failure to do so warrants criminal prosecution. All fires, regardless of size, require initiating the alarm and immediate notification of college staff. The Campus Safety office should be notified ASAP.

When an alarm sounds, everyone is to assume an emergency exists and cooperation is required. If possible, individuals can take a towel, coat, or pillow to cover your face in case of smoke. Exit quickly and orderly through the nearest exit. Move to the designated “safe” area on campus (campus flagpoles) to avoid exploding glass or other falling debris. If it is cold or raining outside, go to the lobby of the nearest building until permitted to re-enter the residential unit. Never open a door that feels hot to the touch. One fire drill will be conducted each semester for training purposes.

Anyone found to have caused a fire maliciously or recklessly (no matter how small), or who tampers with fire fighting/life protection equipment, initiates a false alarm, or fails to comply promptly with requests from college employees or the fire department, puts the lives of other people at risk. Such behavior is not tolerated; any violator jeopardizes his/her status as a member of the LPC community, and risks criminal prosecution.

Basic Safety and Security Procedures

IN CASE OF A MEDICAL EMERGENCY

- All injuries should be reported to an executive and manager as soon as possible.

IN CASE OF A FIRE *(in addition to Residence Hall Fire Emergency and Reporting Procedures)*

- Assist anyone in immediate danger.
- Close the door to the room where the fire has occurred in order to help confine the fire.
- Notify other staff members in the area to evacuate.
- Use stairs. Do not use elevators.
- The last person leaving the area must make sure that no one is left behind.
- Assist any injured person out of the area.
- Make sure the fire alarm has been activated.
- Call 911 to report the fire:
 - Report the type of fire (Structure, Paper, Chemical, Storage, etc.)
 - Give the proper address, including the nearest cross street
 - Give the institution's phone number
- If possible, have someone meet the Fire Department at the entrance to the building in order to direct them immediately to the area of the fire.
- If the fire is minor, use the fire extinguisher provided in the immediate area of the building, pointing the nozzle at the base of the fire. Call 911 even if it appears the fire has been extinguished.
- At no time shall any employee, student, or guest intentionally place themselves in jeopardy. If there is any danger, employees and students should follow emergency procedures as set forth by the Campus Security Office.

IN CASE OF AN EARTHQUAKE

- Stay calm. Do not panic. Do not run outside.
- Crouch under a desk, sturdy table, doorway or any protected void
- Stay away from windows and glass.
- Wait for earthquake to subside.
- At the conclusion of the earthquake, trained staff and student leaders should carefully search around the area for injured people who may need assistance. Help should be summoned if necessary by calling 911.
- Check for any gas leak, electrical fire or other potential problems.
- Help evacuate the building to the designated "Safe Area", located on outside of buildings on campus in the open area by the north flag poles.
- Wait for the "All Clear" signal or communications from the Campus Safety office team members.

Institutional Policies on Portable Electrical Appliances, Smoking, and Open Flames in Student Housing Facilities

Smoking

Life Pacific College has designated the entire campus and facilities as **Non-Smoking**.

Portable Electrical Appliances and Open Flames

To ensure the safety of student residential facilities, the following items are prohibited in residential rooms:

- Portable air conditioning units (unless valid medical documentation of necessity)
- Open flames, candles (lit or unlit), incense, oil lamps, halogen lamps
- Ceiling fans
- Combustible engines and materials, including grills and petroleum products
- Decorations made of flammable materials (including live Christmas trees and wreaths)
- Electrical appliances including refrigerators larger than 4.0 cubic feet
- Microwaves
- Electrical extension cords that are not UL approved

Cooking/Appliances

Residence rooms are designed as sleep-study areas. Therefore, food preparation must be kept to a minimum. Leftovers or unsealed food products should be stored in a refrigeration unit, sealed in a container or taken out as soon as possible for health and cleanliness concerns.

With careful consideration for the limitations of electrical circuits and safety reasons, electrical appliance usage is limited. The electric appliances acceptable for use within student rooms are listed below. Each of the appliances must be U/L approved, used with great care, and never be left unattended when in use.

Acceptable Electric Appliances

- * Small coffee pot
- * Small hot pot
- * Thermostatic hot pot
- * Reading lamp
- * Hot-Air popcorn popper
- * Sewing machine
- * Clock
- * Lighted make-up mirror
- * Small hair dryer
- * Heating pad
- * Electric blanket
- * Curling irons/curler
- * Computer
- * Fan

- * TV up to 27" (or 32" for a flat screen)
- * DVD and VCR player
- * Small refrigerator up to 2.0 cubic feet per person OR one single 4.0 cubic foot refrigerator per room (a .2 cubic foot variance is acceptable)

Unacceptable Electric Appliances

- * Air conditioner
- * Broiler oven
- * Electric sauce pan
- * Electric skillet/plate
- * Lightweight multi-plug extension cord
- * Microwave
- * Blenders, juicer
- * Espresso machine
- * Oil popcorn popper
- * Candle warmer
- * Space heater
- * Toaster
- * Any appliance not clearly marked as U/L approved
- * Any appliance with an exposed heating element
- * "George Foreman" type cooker
- * Any appliance not on the "acceptable electrical appliances" list