

## **ISU Fire Safety Policies**

### **INTRODUCTION**

Idaho State University is committed to providing a fire-safe environment for the faculty, staff, students and visitors, and to protecting its property through an effective fire prevention, protection, preparedness and response program. The following policies are in effect to assist the University community in working together to maintain an environment that reduces the risk of fire hazards.

### **CANDLES/INCENSE/OPEN FLAME**

Candles, incense, and other such items that have an open flame are not allowed in any University housing units and/or University offices on campus.

### **COOKING**

No cooking is allowed in residence hall rooms or apartments where there are no kitchens. Appliances with open heating elements are a fire hazard and are not allowed (i.e. toasters, toaster ovens, hot cup coil warmers, electric stand-alone burners, electric skillets, etc.). This includes George Foreman grills and other similar appliances. Small microwaves (up to 1200 watts) and 3.6 cubic ft refrigerators are allowed.

### **HALOGEN LAMPS**

Halogen lamps are not allowed in campus housing units.

### **HEATERS AND APPLIANCES**

No heating units and appliances with open coils are allowed in campus housing units.

### **HOLIDAY DECORATIONS**

Live Christmas trees are not allowed in the residence halls. Live trees are permitted in housing apartments provided the tree is treated with fire retardant spray, available from your Building Manager. Please call them to set up a time for tree spraying. Trees must be kept moist by adding water to the base daily.

### **SMOKING**

Smoking inside any residence hall room or apartment is prohibited. Smoking is also prohibited in indoor common areas, walkways and balconies. Smoking must occur in designated smoking areas and/or at least 30 feet from a building entrance. There is no smoking within 30 feet of any apartment entrance or office entrance way. If a student smokes in a non-designated smoking area, apartment or room, sanctions and fines may be imposed.

### **FOR ALL OTHER UNIVERSITY BUILDINGS**

Appliances shall be installed and maintained, as per their listing, so as not to create a hazard. Heating appliances shall have tip over protection. Flammable/combustible materials shall be kept away from appliances or other like items that produce heat or flames during their normal operation.

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Refrigerators/freezers shall be defrosted periodically to prevent ice build up that could cause the compressor to heat up and cause a motor/compressor fire.

The use of natural or resin-bearing trees in university buildings shall be in accordance with the Idaho Department of Building Safety's Fire Safety regulations. Electrical decorations on trees shall be listed.

In compliance with Executive Order 2005-10 (Establishment of Non-Smoking Policy in State Buildings), issued by the Governor, Idaho State University prohibits smoking in all buildings leased, owned, or controlled by the University, except in designated areas.

### **FIRE SAFETY EQUIPMENT/SMOKE DETECTORS**

Smoke detectors are installed in all housing rooms and fire extinguisher training is required for resident assistants and building managers. Tampering with fire safety equipment, including emergency exit signs, fire extinguishers pull stations, and smoke detectors (i.e. covering the smoke detector or removal of batteries), is prohibited. Sanctions and fines may be imposed.

A list of Fire Safety Equipment for all housing facilities and all other university buildings can be found at the following link:

### **FIRE EVACUATION PROCEDURES/DRILLS**

Fire evacuation procedures are posted in all ISU buildings. For your safety and the safety of others, please familiarize yourself with them and follow them.

Fire extinguisher training is required for resident assistants. Fire drills in housing units will be held regularly by the 15<sup>th</sup> day of each academic year. Fire drills for all other campus buildings will be held each academic year.

Each residence hall and apartment complex will have a designated fire evacuation meeting area outside of the housing unit. Resident Assistants and Building Managers will be responsible for collecting names of individuals present at those areas and presenting the information to Public Safety or other emergency response personnel. Designated evacuation locations are available at each front desk, building manager office and the Housing Office.

### **FIRE SAFETY VIOLATIONS**

Any student found in violation of the Fire Safety Policy may be removed from University Housing (if applicable), referred to the Dean of Student Affairs, suspended from the University, and/or prosecuted through civil authorities. Any faculty/staff member found in violation of the Fire Safety Policy may be referred to Human Resources and/or prosecuted by civil authorities.

Add Links to:

Idaho Dept. of Building Safety – Fire Safety: [http://dbs.idaho.gov/safety\\_code/060.html](http://dbs.idaho.gov/safety_code/060.html)

Governor's Executive Order 2005-10 Non-Smoking Policy:

[http://gov.idaho.gov/mediacenter/execorders/eo05/eo\\_2005-10.htm](http://gov.idaho.gov/mediacenter/execorders/eo05/eo_2005-10.htm)

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