

## Annual Fire Safety Reports on Student Housing Muscatine Community College

<b>Reporter Name:</b>	Shelly Cram Rahlf		
<b>Housing Manager:</b>	Tracey McGinn	Housing Supervisor: Elida Perales	
<b>Year reported on:</b>	2008		
<b>Date:</b>	8/2009	<b>Signature:</b>	

<b>Fire Safety Reporting: <i>fires, injuries and damage</i></b>	
Indicate the number of fires that occurred: (includes stove fires)	0
State the cause of each fire reported above:	
Indicate the number of injuries related to these fires that resulted in treatment at a medical facility:	0
Indicate the number of deaths related to a fire:	0
Estimate the value of property damage caused by a fire:	<div style="display: flex; justify-content: space-between;"> <span>Personal Items: \$</span> <span>College Property: \$</span> </div>

<p><b>Fire Safety Reporting: <i>policies, drills, plans for improvement</i></b></p>	
<p>Describe the policy for mandatory, supervised, fire drills on campus: be sure to include how many drills are required and whether or not the fire department presence is required</p>	<p>Two mandatory drills are completed by residents each semester within the academic year – one during the fall semester and one during the spring semester. All residents are in attendance and the housing manager is in charge of the programming. Local fire departments are not present at the meetings/drills. Additional education is completed during the move-in period.</p>
<p>Provide a description of measures taken to provide for student housing <i>facility</i> safety: be sure to include a description of sprinkler system-types and locations throughout the building, the number of fire extinguishers and maintenance schedule</p>	<p>In addition to mandatory fire drills, a PowerPoint from the Iowa State Fire Marshall is shown and housing policies are reviewed. Covered information; not overloading outlets, power strips, and extension cords, policies regarding lamps and smoking policies. Cause and effect are provided with examples of student housing fires that have happened in previous years. Renter’s insurance information is included with their housing packets to protect their valuables in case of fires. In addition to verbal communication, there is a section in our housing contract under: Polices and Regulations: Student Housing Code of Conduct, that addresses and not limited to: Flammable Fluids, Toxic Chemicals, Explosives, Hazardous Substances, Tampering with fire equipment, and Failure to comply with safety regulations.</p> <p>The fire alarm system is a main panel, 120V AC primary power supply, with secondary battery backup. There are eight manual (pull) stations located in the hallways, 31 smoke detectors, and 14 heat detectors located in the ductwork. The fire alarm system is monitored by the Muscatine Fire Department. There are three fire extinguishers on each floor, for a total of nine fire extinguishers in the building. Fire extinguishers are located at the end of each hallway and one located in the middle section of each hallway. The fire alarm system was inspected October 2008 by a local alarm service vendor. The fire sprinkler system is a wet-type standpipe, internal sprinkler, with alarm devises. The system, including the backflow preventer assembly, was inspected August 2008 by a local sprinkler service vendor.</p> <p>Inspections of the fire sprinkler system are done annually. Maintenance is performed if identified in the annual report. Muscatine Fire Department does an annual walk-through of all facilities. As well as, quarterly health, safety and environmental compliance walk-through is performed by a team that includes our Maintenance department and EICCD Environmental Compliance Officer and Safety Compliance Officer.</p> <p>Visual inspections are completed monthly and an annual inspection is performed by the fire protection vendor.</p>
<p>State the procedures for evacuation and describe policies regarding fire safety education and training program provided to students, faculty and staff</p>	<p>Emergency exit routes are located in each apartment directing students in evacuation situations. Each apartment has one emergency strobe light that is connected to the facility fire safety system. There are seven smoke alarms located within each apartment. A smoke alarm is in each bedroom, each vanity, and the living room areas. Each alarm is hardwired and each smoke alarm has secondary battery back-up. Batteries are changed annually. There are nine sprinkler heads in each apartment. Sprinkler heads are located in each bedroom, each vanity area, the living room area, and each hallway. Fire drills are held on a regular semester basis, and campus safety programming is held at the beginning of each semester.</p>
<p>Describe the policies/rules regarding portable electrical appliances, smoking and open flames in student housing facility</p>	<p>Muscatine Community College is a smoke free campus, the campus housing is tobacco free building. Our policy is as stated: “Due to fire and sanitation hazards, Space heater, halogen torchiere lamps, and sun lamps may not be used in apartments. When using electrical appliances, power strips with built-in circuit breakers must be used. The use of extension cords as permanent wiring is not permitted and multi-plugs are not allowed.” In addition, hot plates, space heaters, candles and are not allowed. The use of any open flamed devises within the building is prohibited.</p>
<p>Please state all plans for future improvements in fire safety if determined necessary by the institution</p>	<p>Adding a summer fire safety drill for interns.</p>