

**Texas A&M University-Commerce  
Annual Fire Safety Report on Student Housing**

Higher Education Campus Fire Safety Standards and Measures



— A&M —  
**COMMERCE**

**2020 Annual Fire Safety Report**

Compiled by the University Police Department and the Department of Campus  
Operations and Safety

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## **A MESSAGE FROM OUR DIRECTORS**

Welcome!

We are glad that you have chosen to live on campus. Our goal is to provide you with a pleasant and comfortable living environment where life outside the classroom encourages and supports the academic mission of the University. Living in on campus housing comes with many benefits and freedoms. As with other liberties, these freedoms come with responsibilities. You will be asked to respect the privacy of your fellow residents, to encourage practices which create and support a learning environment, and to do your part to promote a safe and secure community.

Michael Stark  
Director  
Residential Living & Learning

The safety of our students, faculty and staff is paramount to the success of each individual here and to the University as a whole. Within the Department of Campus Operations and Safety, more than anything else, we take our commitment to safety seriously. Seeing that each student and employee has a safe environment to work in is our top priority and permeates throughout everything we do. Safety is a philosophy that is embedded in the way we work, the decisions we make, and the actions we take.

Ethan Derek Preas  
Director  
Campus Operations & Safety

The College of Agricultural Sciences and Natural Resources extends a warm welcome to you. Our college is small enough to be a family yet large enough to provide you learning and career opportunities that you need. We hope to see you soon at A&M-Commerce, where we will grow your passion in agriculture!

Dr. Randy Harp, Ph.D.  
Dean and Professor  
College of Agricultural Sciences and Natural Resources

# **RESIDENTIAL LIVING AND LEARNING MISSION STATEMENT**

Residential Living and Learning is a dedicated staff that cultivates an environment conducive to the active pursuit of academic, personal and professional success. We are determined to expand the understanding of oneself and global citizenship through innovative initiatives built on unique opportunities that engage and empower students to value diversity, enlightened inclusion, and lifelong learning.

## **ABOUT TEXAS A&M UNIVERSITY-COMMERCE**

Since 1889 Texas A&M University-Commerce has educated the people of Texas and, ever increasingly, points beyond. A&M-Commerce is located in Commerce, Texas, with additional locations in downtown Dallas, Corsicana, Mesquite, McKinney, Midlothian and Rockwall, as well as a strong online presence, providing students with numerous degree options. We are the second largest university in the prestigious Texas A&M University System, and we remain true to our founder William Leonidas Mayo's creed of "ceaseless industry, fearless investigation, unfettered thought, and unselfish service to others."

The university first opened its doors as East Texas Normal College in Cooper, Texas, but when the site was destroyed by fire in 1894, the university moved to its present day location. When the state of Texas purchased the campus in 1917, the name changed to East Texas State Normal College. Then in 1923, the school was renamed East Texas State Teachers College. Graduate education entered the curriculum in 1935, so in 1957 the state legislature, recognizing that the university had broadened from teacher education alone, changed the name again to East Texas State College. Following the inauguration of the first doctoral program in 1962, the name changed once more to East Texas State University in 1965. The name changed to Texas A&M University-Commerce in 1996, when the university joined the Texas A&M system.

The vibrant campus includes a state-of-the-art planetarium housed in the McFarland Science Building, the three-tier Morris Recreation Center, the newly expanded Rayburn Student Center, an alumni center and first-class music building. On-campus housing options continue to expand with the construction of new residence halls and the university maintains a commitment to fostering a culture of living and learning opportunities on and beyond campus.

# **FIRE REPORTING AND OTHER IMPORTANT INFORMATION**

## **REPORTING FIRES:**

On campus phones - Police/Fire/Medical 9-911

Off campus or cellular phones – 911 or (903) 886-5111

Per federal law, Texas A&M University-Commerce is required to annually disclose statistical data on all fires that occur in on-campus housing facilities. Listed below are the **non-emergency** phone numbers to call to report fires that have **already** been extinguished in on-campus student housing. These telephone numbers are for fires for which you are unsure whether the A&M Commerce University Police may already be aware. If you find evidence of such a fire or if you hear about such a fire, please contact one of the following:

University Police Department – (903) 886-5868

Main Campus – Residential Living and Learning – (903) 886-5797

Farm Complex – College of Agricultural and Natural Resources – (903) 886-5358

Environmental Health & Safety – (903) 468-3091

When calling, please provide as much information as possible about the location, date, time, and cause of the fire.

## **OTHER IMPORTANT TELEPHONE NUMBERS:**

Physical Plant – (903) 886-5761

Fire Department – (903) 886-1147

## **REPORT**

This report is developed as a requirement of the Higher Education Opportunity Act (Public Law 110-315).

This report does not include any information required to be reported under the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act Annual Report. Information regarding the Clery report is available by contacting the University Police Department at (903) 886-5868 or on the web at: <http://www.tamuc.edu/crimestats>

This report contains the prior three year's data.

## **FIRE LOG INFORMATION/LOCATION**

Texas A&M University-Commerce maintains a fire log that is available to the public.

The log is kept in the Department of Campus Operations and Safety and may be accessed on the web at:

[http://www.tamuc.edu/facultyStaffServices/riskManagementSafety/documents/fireSafety/Fire\\_Log.pdf](http://www.tamuc.edu/facultyStaffServices/riskManagementSafety/documents/fireSafety/Fire_Log.pdf)

Additional information can be requested on the web at:

<http://www.tamuc.edu/aboutus/administrativeOffices/businessAdministration/PublicInformation.aspx>

## DEFINITIONS

(Source: Department of Education)

**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.

**Fire:** Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.

**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—

(1) 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

(2) 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 should include contents damaged by fire, and related damages caused by smoke, water, and overhaul; however, it does not include indirect loss, such as business interruption.

# ON-CAMPUS STUDENT HOUSING INFORMATION

## Smith Hall

Smith Hall is an 81,192 square foot reinforced concrete and brick three-story 410 bed residence hall and is made up of double occupancy rooms (with some private room option), half baths in suites, community showers, lounges, and a main lobby.



## Berry Hall

Berry Hall is a 61,567 square foot reinforced concrete, steel, and brick two-story 296 bed residence hall and is made up of double occupancy rooms (with some private room option), community bathrooms, lounges, and a main lobby. Berry Hall was taken offline in the second half of 2017.



## Sorority Housing/Women's Halls

The Sorority/Women's Halls (F Halls) consist of six 7,604 square foot reinforced concrete and brick two-story 40 bed residence halls and are made up of double occupancy rooms (with a private room option), community showers, lounges and large kitchen.



## West Halls

The West Halls are 5,016 – 7,965 square foot reinforced concrete and brick two-story 16 – 24 bed residence halls made up of two-bedroom/one-bathroom apartments consisting of private bedrooms and a shared bathroom, kitchen and living space. The West Halls include Craddock Hall, Bledsoe Hall, Neu Hall, Fling Hall, Webster Hall, and Wray Hall.



## Whitley Hall

Whitley Hall is a 219,096 square foot reinforced concrete and brick twelve story 510 bed high-rise residence hall and is made up of double occupancy rooms (with some private room option), shared showers, community lounges, and a main lobby.



### **New Pride Apartments**

New Pride Apartments consists of six separate wood frame and masonry two-story apartment buildings (Building 1 is 20,271 square foot and Buildings 2-6 are 15,917 square foot each) with a total of 300 beds and a 3,173 square foot community center. Each apartment comes with a private bedroom, two bathrooms, and a shared living and kitchen space.



### **Prairie Crossing Apartments**

Prairie Crossing Apartments is a 166,376 square foot wood frame and masonry four-story 282 bed apartment building with suite-style living accommodations. Each apartment (one, two, or four bedrooms) comes with a private bedroom, one or two bathrooms, and a shared living and kitchen space.



### **Pride Rock Hall**

Pride Rock Hall is an 85,970 square foot wood frame and masonry three story 250 bed residence hall and is made up of 2-1 suite style rooms (residents have private bedrooms and share a bathroom with one roommate).



### **Phase II Hall**

Phase II Hall is an 184,745 square foot wood frame and masonry four story 540 bed residence hall and is made up of 2-1 suite style rooms (residents have private bedrooms and share a bathroom with one roommate).



### **Phase III Hall**

Phase III Hall is an 136,593 square foot wood frame and masonry four story 490 bed residence hall and is made up of double and private rooms and centralized private bathrooms.



**Twin Oaks Blueberry Farm House**

The Blueberry Farm House is a 4,119 square foot wood frame and siding two story 7 bed residence/educational facility made up of individual rooms, community showers, lounges and a large kitchen. The house is located on the Farm Complex and is managed by the College of Agricultural Sciences and Natural Resources. Students began living at the house June 2018.



**ON-CAMPUS STUDENT HOUSING FACILITIES - FIRE SAFETY SYSTEMS**

<b>Residential Facility</b>	<b>Fire Detection System Information</b>	<b>Fire Sprinkler System Information</b>	<b>Fire Extinguisher Information</b>	<b>Number of Fire Drills Held</b>
Smith Hall	Fully addressable *1	Fully Sprinkled *3	Common Areas	4
Berry Hall	Fully addressable *1	None	Common Areas	0
F1 Hall	Fully addressable *1	None	Common Areas	4
F2 Hall	Fully addressable *1	None	Common Areas	4
F3 Hall	Fully addressable *1	None	Common Areas	4
F4 Hall	Fully addressable *1	None	Common Areas	4
F5 Hall	Fully addressable *1	None	Common Areas	4
F6 Hall	Fully addressable *1	None	Common Areas	4
Craddock Hall	Fully addressable *1	None	Common Areas	4
Bledsoe Hall	Fully addressable *1	None	Common Areas	4
Neu Hall	Fully addressable *1	None	Common Areas	4
Fling Hall	Fully addressable *1	None	Common Areas	4
Webster Hall	Fully addressable *1	None	Common Areas	4
Wray Hall	Fully addressable *1	None	Common Areas	4
Whitley Hall	Fully addressable *1	Fully Sprinkled *3	Common Areas	4
New Pride Apartments	Partially addressable *2	Fully sprinkled *3	Common Areas; Individual Rooms	4
Prairie Crossing Apartments	Partially addressable *2	Fully sprinkled *3	Common Areas; Individual Rooms	4
Pride Rock Hall	Fully addressable *1	Fully Sprinkled *3	Common Areas	4
Phase II Hall	Fully addressable *1	Fully Sprinkled *3	Common Areas	4
Phase III Hall	Fully addressable *1	Fully Sprinkled *3	Common Areas	4
Twin Oaks Blueberry Farm House	Fully addressable *1	None	Common Areas	0

\*1. Fully addressable fire alarm system is defined as having detection/notification in each sleeping room & in all common areas; monitored on site by UPD 24 hours per day.

\*2. Partially addressable fire alarm system is defined as having non-system smoke alarms and system notification in each apartment and system components in all other areas; monitored on site by UPD 24 hours per day.

\*3. Fully Sprinkled is defined as having sprinklers in both the common areas and individual rooms.

## FIRE STATISTICS (Calendar Year 2017)

Residential Facilities	Total Fires in Each Building	Fire Number	Cause of Fire	Injuries requiring treatment	Deaths	Property Value Damage
Smith Hall, 2201 Hwy 50	0	0	N/A	N/A	N/A	N/A
Berry Hall, 2301 Hwy 50	0	0	N/A	N/A	N/A	N/A
F1 Hall, 1600 Education Dr	0	0	N/A	N/A	N/A	N/A
F2 Hall, 1604 Education Dr	0	0	N/A	N/A	N/A	N/A
F3 Hall, 1606 Education Dr	0	0	N/A	N/A	N/A	N/A
F4 Hall, 1609 Lee St	0	0	N/A	N/A	N/A	N/A
F5 Hall, 1605 Lee St	0	0	N/A	N/A	N/A	N/A
F6 Hall, 1601 Lee St	0	0	N/A	N/A	N/A	N/A
Craddock Hall, 2501 W Halls Ave	0	0	N/A	N/A	N/A	N/A
Bledsoe Hall, 2109 Jackson St	0	0	N/A	N/A	N/A	N/A
Neu Hall, 2115 Jackson St	0	0	N/A	N/A	N/A	N/A
Fling Hall, 2500 Hwy 50	0	0	N/A	N/A	N/A	N/A
Webster Hall, 2003 Jackson St	0	0	N/A	N/A	N/A	N/A
Wray Hall, 2001 Jackson St	0	0	N/A	N/A	N/A	N/A
Leberman Hall, 2001 Walnut St	0	0	N/A	N/A	N/A	N/A
Whitley Hall, 2001 Culver St	0	0	N/A	N/A	N/A	N/A
New Pride Apartments, 2000 Walnut St	0	0	N/A	N/A	N/A	N/A
Prairie Crossing Apartments, 1809 Monroe St	1	1	Unintentional – Oven fire while cooking	0	0	\$0
Pride Rock Hall, 2513 W Halls Ave	0	0	N/A	N/A	N/A	N/A
Phase II Hall, 2501 W Neal St	0	0	N/A	N/A	N/A	N/A
Phase III Hall, 2400 Hwy 24	0	0	N/A	N/A	N/A	N/A

## FIRE STATISTICS (Calendar Year 2018)

Residential Facilities	Total Fires in Each Building	Fire Number	Cause of Fire	Injuries requiring treatment	Deaths	Property Value Damage
Smith Hall, 2201 Hwy 50	0	0	N/A	N/A	N/A	N/A
Berry Hall, 2301 Hwy 50	0	0	N/A	N/A	N/A	N/A
F1 Hall, 1600 Education Dr	0	0	N/A	N/A	N/A	N/A
F2 Hall, 1604 Education Dr	0	0	N/A	N/A	N/A	N/A
F3 Hall, 1606 Education Dr	0	0	N/A	N/A	N/A	N/A
F4 Hall, 1609 Lee St	0	0	N/A	N/A	N/A	N/A
F5 Hall, 1605 Lee St	0	0	N/A	N/A	N/A	N/A
F6 Hall, 1601 Lee St	0	0	N/A	N/A	N/A	N/A
Craddock Hall, 2501 W Halls Ave	0	0	N/A	N/A	N/A	N/A
Bledsoe Hall, 2109 Jackson St	0	0	N/A	N/A	N/A	N/A
Neu Hall, 2115 Jackson St	0	0	N/A	N/A	N/A	N/A
Fling Hall, 2500 Hwy 50	0	0	N/A	N/A	N/A	N/A
Webster Hall, 2003 Jackson St	0	0	N/A	N/A	N/A	N/A
Wray Hall, 2001 Jackson St	0	0	N/A	N/A	N/A	N/A
Leberman Hall, 2001 Walnut St	0	0	N/A	N/A	N/A	N/A
Whitley Hall, 2001 Culver St	0	0	N/A	N/A	N/A	N/A
New Pride Apartments, 2000 Walnut St	1	1	Unintentional – Small grease fire while cooking	0	0	\$0-99
Prairie Crossing Apartments, 1809 Monroe St	1	1	Unintentional – Oven fire while cooking	0	0	\$0
Pride Rock Hall, 2513 W Halls Ave	1	1	Unintentional – Small grease fire while cooking	0	0	\$0
Phase II Hall, 2501 W Neal St	0	0	N/A	N/A	N/A	N/A
Phase III Hall, 2400 Hwy 24	1	1	Unintentional – Lit Candle ignited napkins	0	0	\$0
Twin Oaks Blueberry Farm House, 2965 Hwy 24, Campbell, TX 75422	0	0	N/A	N/A	N/A	N/A

## FIRE STATISTICS (Calendar Year 2019)

Residential Facilities	Total Fires in Each Building	Fire Number	Cause of Fire	Injuries requiring treatment	Deaths	Property Value Damage
Smith Hall, 2201 Hwy 50	0	0	N/A	N/A	N/A	N/A
Berry Hall, 2301 Hwy 50	0	0	N/A	N/A	N/A	N/A
F1 Hall, 1600 Education Dr	0	0	N/A	N/A	N/A	N/A
F2 Hall, 1604 Education Dr	0	0	N/A	N/A	N/A	N/A
F3 Hall, 1606 Education Dr	0	0	N/A	N/A	N/A	N/A
F4 Hall, 1609 Lee St	0	0	N/A	N/A	N/A	N/A
F5 Hall, 1605 Lee St	0	0	N/A	N/A	N/A	N/A
F6 Hall, 1601 Lee St	0	0	N/A	N/A	N/A	N/A
Craddock Hall, 2501 W Halls Ave	0	0	N/A	N/A	N/A	N/A
Bledsoe Hall, 2109 Jackson St	0	0	N/A	N/A	N/A	N/A
Neu Hall, 2115 Jackson St	0	0	N/A	N/A	N/A	N/A
Fling Hall, 2500 Hwy 50	0	0	N/A	N/A	N/A	N/A
Webster Hall, 2003 Jackson St	0	0	N/A	N/A	N/A	N/A
Wray Hall, 2001 Jackson St	0	0	N/A	N/A	N/A	N/A
Leberman Hall, 2001 Walnut St	0	0	N/A	N/A	N/A	N/A
Whitley Hall, 2001 Culver St	0	0	N/A	N/A	N/A	N/A
New Pride Apartments, 2000 Walnut St	0	0	N/A	N/A	N/A	N/A
Prairie Crossing Apartments, 1809 Monroe St	0	0	N/A	N/A	N/A	N/A
Pride Rock Hall, 2513 W Halls Ave	2	1	Undetermined – Laundry basket of clothes caught fire	0	0	\$0
Pride Rock Hall, 2513 W Halls Ave	2	2	Unintentional – Shirt caught fire while burning frayed edges off	0	0	\$0
Phase II Hall, 2501 W Neal St	1	1	Unintentional – electrical outlet for dryer caught fire due to loose connection	0	0	\$23.51
Twin Oaks Blueberry Farm House, 2965 Hwy 24, Campbell, TX 75422	0	0	N/A	N/A	N/A	N/A

# **FIRE SAFETY POLICIES**

## **Unapproved Appliances and Household Items**

To assist in providing a safe environment for all residents, all items that are brought into the residence hall must be approved for use. Any and all items which have an open heating source or provide a threat to fire safety are not permitted within any residence hall. This includes, but is not limited to: Halogen lamps/bulbs, hot plates, rice cookers, Crock pots, coffee pots, deep fryers, broilers, and toaster ovens.

## **Prohibited Items**

Due to safety and security concerns, the following items are strictly prohibited within the residence halls. Electrical balance/hover boards, motorized electrical scooters, sun lamps/tanning beds, shopping carts, string lights, scented plug ins, warmers, multiple socket box, electric blankets, gasoline cans, candles, incense, oil lamps, extension cords, and space heaters. This list is not all inclusive; any item that poses health and safety risks to the community, poses a risk of damaging University property, and/ or negatively impacts building function and operations is prohibited.

## **Arson**

Starting a fire, no matter the size, within a residence hall or within the immediate surroundings outside a residence hall is strictly prohibited. Violations of this rule, which may also be considered a violation of state law, include setting fire to items on a door, bulletin board or any other flammable material within the residence hall. Grilling is only permitted within designated grill areas.

## **Cooking**

Cooking in the residence halls is allowed with approved cooking appliances only (see unapproved appliances and household items policy for more information). Residents are responsible for ensuring that proper sanitation, ventilation, and fire safety precautions are taken. Cooking is not permitted within residence hall rooms, unless utilizing a microwave. Community Kitchens must be kept clean at all times (dishes clean, food stored properly, etc.). Any damages resulting from improper use of kitchens or food disposal will be billed to the individual(s) responsible.

## **Door Propping/Pulling**

Propping or forceful pulling open of any residence hall door is strictly prohibited, this includes laundry room doors.

## **Fire Safety**

All residence halls are equipped with fire safety equipment. This includes but is not limited to, smoke detectors, fire extinguishers, pull stations, fire and evacuation signs, and fire exit doors. Residents and their guests are required to abide by the following policies and guidelines:

1. Residents are not permitted to tamper with or destroy fire safety equipment.  
*Please see the Code of Conduct.*
2. Residents are required to exit the building during all fire alarms.

3. Residents are not permitted to be in the possession of any items with an open flame whether they are lit or not, such as candles.
4. Residents are permitted one UL approved power strip per wall outlet, and are prohibited from plugging one power strip into another. All major appliances (refrigerators and microwaves) must be plugged directly into the wall outlet. Extension cords, including light strings are prohibited.
5. Residents are prohibited from pulling on or propping any Fire Exit or Exterior Building Door.
6. Emergency exits are to be used for emergency evacuations. The misuse of emergency exits will be documented and handled judicially, which could result in a fine and/ or disciplinary action.
7. Paths to the exit door, windows, hallways, and safety equipment should be kept clear at all times.
8. Fireworks, Smoke Bombs, and Explosives of any kind are not permitted within entire campus community.
9. Only 20% of each side of room doors may be decorated.
10. Tampering with electrical/wiring system, painting, and installation of any additional property is prohibited.

### **Room Modifications/Decoration**

Residence Hall rooms are equipped with items that have been deemed to be fire preventative and safe. Residents are required to abide by the following policies regarding room modifications/decoration:

1. Residents are required to leave their room in the same condition as found on their room condition report
2. Residents are prohibited from painting their rooms
3. Residents are prohibited from placing any kind of hole within the walls. This includes the usage of nails and/or anchors. Failure to abide by this policy will result in a fee being assessed to the student's account
4. Students who place items in windows that the University determines to be offensive and/or obscene will be asked to remove the items immediately and are subject to the conduct process
5. No additional lock mechanisms may be installed in room doors
6. Residents will assume responsibility for any damage beyond normal wear and tear to residential facilities
7. Residents are not permitted to use double-sided tape on any surface as it will cause excessive damage.

### **Smoking/Tobacco**

Smoking of any substance, including e-cigarettes, is prohibited in all campus facilities; this includes porches, balconies, stairwells, sidewalks, and enclosed inner courtyards. The smell of smoke, ashes, tobacco, and/or illegal substances is prohibited. Possession of smoking devices such as pipes and hookahs within the residential community is also prohibited.

## **Sprinkler System**

In addition to the fire alarm system, sprinklers have been installed in many of the residential communities. These are for the safety and protection of the residents, their belongings, and the property of the University. According to the NFPA 2018, nothing can be stacked, stored or constructed within 18 inches of a sprinkler head (Non sprinkler Halls is 24” from the ceiling). **Hanging objects from sprinkler heads is strictly prohibited.** Report any damages to the sprinkler system to the Hall desk immediately.

## **Smoke Detectors**

Each residence hall room is equipped with a smoke detector. Smoke detectors in rooms are inspected annually by the Department of Campus Operations and Safety. If at any time the smoke detector starts beeping periodically, it may mean the batter needs replaced. Submit a work order for the battery to be replaced. Do not remove the smoke detector; this is a direct violation of RLL Policy notifying UPD to respond to your residence.

# **FIRE DRILL AND EVACUATION PROCEDURES**

## **Fire Drills – Main Campus**

For the protection and safety of our community, unannounced fire drills will be held during the academic year. To become familiar with evacuation routes, cooperation is mandatory. Anytime the alarm sounds residents must exit the building. Participation in fire drills is required by state law. If you are confirmed to have an emotional/support animal you are responsible for the animal during the fire drill.

## **Fire Drills – Farm Complex**

Individuals are required to evacuate the building or area when instructed by a University authority, police, firefighter, or when a fire alarm sounds. Currently no scheduled evacuation drills are conducted at Twin Oaks Blueberry Farm.

## **Fire Alarm System/Student Housing Evacuation**

Each building is equipped with a fire alarm system. Residents are required to evacuate the building during the sounding of all alarms unless told otherwise by a member of the building staff and/or University Police Department. Residents are prohibited from tampering with these systems, included but not limited to: pulling fire alarms when no fire or threat of fire is present, playing with fire extinguishers, covering smoke detectors, and hanging items on or playing with the sprinkler system within the building. Failure to adhere to this policy will result in sanctions that could include fines or fees.

When an alarm sounds residents should do the following:

1. Immediately close windows;
2. Grab keys and University ID card;
3. Wake roommate and inform them of the alarm;
4. Put on shoes and grab a jacket (if during night and/or colder months)

5. Check the door or doorknob. If it is cool, open and proceed towards the closest emergency exit to assigned meeting location. If it is hot, do not open, place a towel under the door if smoke is either seen or smelled, call 911 and inform them of your location.
6. Leave door closed and walk to exit. If smoke is encountered, stay low for air.
7. Do not use an elevator.
8. Do not re-enter the building under any circumstance until cleared by UPD or Residential Living and Learning Staff member.

If smoke is present in the corridor, residents could take a wet towel to put over their face to prevent smoke inhalation.

If you discover a fire in a facility on campus you should:

1. Locate and activate the nearest manual pull station (pull stations are located near building exits) to initiate a building evacuation.
2. Call 911 from any campus phone or (903) 886-5111 if calling from a cell phone to report the fire and provide as much information as you can, such as, building name, room number, type of fire, injuries, etc.

## **FIRE SAFETY EDUCATION AND TRAINING PROGRAMS**

Texas A&M University-Commerce offers the following fire safety education and training programs:

- Hall Directors, Desk Attendants, and Resident Assistants are provided fire and life safety training, including hands-on fire extinguisher training, annually.
- All students are provided copies of the Residential Living & Learning Community Handbook which contains fire safety and prevention information.
- All students have access to the fire safety and prevention training available on the website [www.Igot2kno.org](http://www.Igot2kno.org).
- In conjunction with the Texas State Fire Marshal's office, implemented the "Have An Exit Strategy" program through the publication of the link for the website <https://www.tdi.texas.gov/fire/exit.html>.

The above links, along with additional information, are available on the Department of Campus Operations and Safety website:

<http://www.tamuc.edu/facultyStaffServices/riskManagementSafety/fireAndLifeSafety/default.aspx>



## **FIRE SAFETY INSPECTION PROGRAM**

Texas A&M University-Commerce conducts several levels of fire and life safety inspections in all of our residence halls and apartment facilities.

Inspections of fire doors, fire extinguishers, exit signs, and emergency lighting are conducted in all common areas on a periodic basis.

The University's Department of Campus Operations and Safety coordinates inspections, testing, and maintenance of fire safety equipment in compliance with the requirements of the National Fire Protection Association.

All on-campus living facilities, including Main Campus and the Farm Complex, are inspected periodically by the Texas State Fire Marshal's Office.

Residential Living and Learning Staff will conduct Health and Safety Inspections four to six times a year. These checks will be announced and are made to ensure that:

1. University property is being used properly;
2. Reasonable standards of room cleanliness, safety, and sanitation are being observed;
3. Maintenance needs are reported;
4. RLL procedures are being observed;
5. All directives of the State Fire Marshal and Fire Safety are being observed.

## **PLANS FOR FUTURE IMPROVEMENTS IN FIRE SAFETY**

(if determined necessary)

The University continues to invest in the maintenance of fire and life safety systems and improvements when necessary. No plans determined necessary as of the release date of this report.

## REPORT CONTACT INFORMATION

For purposes of including fire statistics in the annual fire safety report, employees and students should report all instances that a fire occurred in on-campus student housing to the individuals listed below. These individuals also can provide additional information about this report.

Michael Stark, Director  
Residential Living & Learning  
[Michael.Stark@tamuc.edu](mailto:Michael.Stark@tamuc.edu)  
(903) 886-5795

John Harris, Associate Director  
Department of Campus Operations & Safety  
[John.Harris@tamuc.edu](mailto:John.Harris@tamuc.edu)  
(903) 468-3129

Jason Bone, Lieutenant  
University Police Department  
[Jason.Bone@tamuc.edu](mailto:Jason.Bone@tamuc.edu)  
(903) 886-5866

Dr. Randy Harp, Ph.D., Dean and Professor  
College of Agricultural Sciences and Natural Resources  
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