

Annual Fire Safety Report

**September 2016
(For Calendar Year 2015)**

**California Polytechnic
State University
San Luis Obispo**

CALPOLY

Fire and Life Safety at Cal Poly

Cal Poly maintains a comprehensive fire safety program involving response, testing, drills, procedures, and inspection. The campus contracts with the San Luis Obispo City Fire Department for fire suppression response in the Local Response Area of campus. The California Department of Forestry and Fire Protection (Cal Fire) responds to the State Response Area of campus, including the outlying agricultural facilities and surrounding lands. Both agencies participate in mutual aid agreements to ensure complete and timely response to any fires on or near the campus property.

Campus fire safety resources and information can be found at: <http://www.afd.calpoly.edu/ehs/firesafety.asp>

In addition, all Community Advisor and Coordinator of Student Development staff are required to attend an annual training on fire safety, fire prevention, and fire extinguisher use. This training consists of approximately four hours of classroom and hands-on training.

As part of its fire safety and prevention efforts, the University has implemented the following policies in campus housing facilities (disseminated via the [Residence Hall Handbook](#) to all on-campus residents):

Appliances and Electronic Devices:

Residents may only have approved appliances or electronic devices in their rooms and apartments.

- a. Appliances and electronic devices **not** permitted include, but are not limited to, room heaters (electric or gas), air conditioners, personal refrigerators, dishwashers and free-standing freezers.
- b. Allowed electronic devices including but not limited to computers and related devices, cell phones, tablets, gaming consoles, GPS devices, clock radios, televisions, stereos and fish tanks, where approved, must be plugged into an electrical outlet utilizing a surge protector and their electrical cords are in good repair.
- c. Only residents living in apartments, or Ag Housing may bring other cooking devices, such as, rice cookers, toasters, blenders, indoor grilling machines, etc. These items may only be used in the kitchen areas and all appliances must be directly supervised at all times while in use.
- d. Electronic cooking appliances are not permitted in the residence halls. These appliances include, but are not limited to: microwaves, coffee makers, electric kettles or water heaters, rice cookers, electric skillets electric grills (George Foreman grills and similar), toasters and toaster ovens, hotplates, popcorn poppers, and slow cookers and “hot pots”.
- e. Students with medical needs requiring additional refrigeration space need to contact University Housing at (805) 756-1226.
- f. Refrigerators must be kept in an open space that allows ventilation. Refrigerators may not be placed in room closets or underneath desks.

See Appliance and Electronic Device Guidelines for Residence Halls section for additional information on allowable items in rooms.

Fire Safety:

You are expected to take reasonable care to prevent damage to the premises by fire or other causes.

Violations of any of the below policies may be cause for immediate removal from student housing, revocation of your housing license and/or financial responsibility for any damages.

- a. State Fire Code prohibits the use of any open flame including, but not limited to, candles (lit or unlit), incense, and “Sterno” devices. Lighting or attempting to light any material or substance on fire and the use of matches or lighters within student housing is strictly prohibited. Battery operated candles may be utilized in rooms.
- b. Tampering with the fire alarm or fire safety equipment is prohibited including, but not limited to, tampering with sprinklers, covering a smoke detector, pulling a fire alarm without cause, misusing fire extinguishers and hoses, tampering with fire/smoke alarms and exit signs and/or breaking glass on fire equipment boxes. Residents may be held responsible for intentional or unintentional negligence that leads to fire alarms/sprinklers being activated.

- c. Dangerous chemicals or highly flammable materials including, but not limited to, gasoline, industrial cleaning solvents, spray paint, personal barbecues, charcoal, lighter fluid, vehicle parts, fuel and oil are not permitted.
- d. Posters, flags, drapes, paper lanterns, or other flammable materials cannot be hung from ceilings, doorways, windows, closets, or from furniture. Posters may be hung normally from walls but must be affixed to the wall at all four corners. Students may not post anything on the outside of room doors and cannot cover room doors with paper or other materials.
- e. Hallways and stairwells must remain clear at all times for safety in case of an evacuation. Residents must not leave personal items in the halls at any time including during building openings and closings.
- f. Students are required to evacuate buildings for all fire alarms. Please see Emergency Procedures for additional instructions about building evacuation.
- g. Electrical elements such as, but not limited to, extension cords, space heaters, humidifiers, oil lamps (lava lamps), electric incense and oil warmers are not allowed in student housing.
- h. Lights:
 - a. Black lights, halogen lights, holiday lights, neon lights, all electric decorations, strobe lights, and fog/smoke-making machines are not permitted in student housing. Use care when hanging anything on the walls to avoid potential damage charges at move out.

Additional safety steps:

Never cover lamps with clothing, paper, curtains, or other items that might ignite and/or burn.

Do not run electrical cords under rugs, through doorways, or against furniture where they can be pinched or walked on. This can result in wear and fraying of cords and can lead to exposed wires, electric shocks, and fires. In addition, keep furniture spaced away from electrical plugs a sufficient distance so that cords are not sharply bent or pressed tightly between the furniture and the outlet.

The following educational materials are provided to all on-campus residents (via the Residence Hall Handbook):

Emergency Procedures

Fire Safety

- Every fire alarm is to be treated as a genuine emergency. It is each resident's responsibility to leave the building whenever a fire alarm sounds.
- Fire Drills are conducted quarterly in each University Housing Community. Residents are expected to evacuate the building and proceed to their designated evacuation areas for attendance and further staff instruction.
- Failure to evacuate properly will result in community standards action.
- The University Police Department and the Fire Department will automatically be notified when your smoke detector goes off in on campus housing. If you set off your alarm and there is no fire, please contact the University Police Department at (805) 756-2281 and let them know. They will still send an officer to verify your safety and turn off the alarm.

Fire Safety Tips

- Any time you are unable to safely extinguish a fire, evacuate the area and activate the fire alarm.
- If a fire is discovered and you are in your room, test your door for heat, smoke, or warmth. If your door IS NOT HOT, leave your room immediately. Wear shoes, bring your keys/Access Card and wallet, close the door, activate the fire alarm, and evacuate the building using the nearest stairwell and exit.
- Always close as many doors as possible between you and the fire. Hallway and stairwell doors are considered fire doors and must be kept closed at all times.
- Once outside in the designated evacuation area, maintain 100 feet of clearance from the building.
- Re-enter the building only after receiving instructions from staff to do so.
- If your door IS HOT, DO NOT OPEN IT. Remain calm, place towels or blankets at the base of the door, close your window and call 911.
- If there is smoke present, stay low to the ground.

Cooking Safety Tips

- Never leave any item unattended while cooking.
- Check twice to ensure correct cooking time and temperature.
- When cooking with oil, always use a cooking thermometer.
- When microwaving, cooking or baking, only use approved containers, utensils and cookware.
- Clean any debris and residue off of your stove prior to cooking. If you don't, it will burn and create smoke.
- Keep wooden utensils, pot holders, towels, packaging, paper, etc., away from the stove.
- Use the fan above your stove when cooking (on/off switch is located on the microwave).
- Always have pot holders and lids at the ready when cooking.
- Keep your fire extinguisher readily accessible (a fire extinguisher is mounted on the wall in the kitchen). If you cannot safely put out the fire, leave your apartment immediately!
- If there is a cooking fire, attempt to put out the fire by placing the lid on the pan and removing it from heat.
- Secure the area and call 911.
- Immediately inform University Housing staff of any cooking related accidents and of any use of your fire extinguisher so it can be replaced.

On Campus Residence Fire Safety Systems

The following table describes each on-campus residential facility fire safety system.

Building	Sprinkler System?	% Sprinkler	Monitored Fire Alarm	Smoke Detection	Extinguisher Devices	Placards ?*	# Annual Evacuation Drills
016A – Herdsman Hall	None	0%	No	Yes	Yes	No	0
018L – Dairy Science	None	0%	No	Yes	Yes	No	0
048A – Environmental Horticulture	None	0%	No	Yes	Yes	No	0
055A – Beef Cattle Evaluation Center Residence	None	0%	No	Yes	Yes	No	0
055M – Beef Cattle Evaluation Center Residence, Modular	Full	100%	Yes	Yes	Yes	No	0
0560 – Swine Unit	None	0%	No	Yes	Yes	No	0
057C – Veterinary Clinic	None	0%	No	Yes	Yes	No	0
100 - Shasta	None	0%	No	Yes	Yes	Yes	3
101 – Diablo	None	0%	No	Yes	Yes	Yes	3
102 - Palomar	None	0%	No	Yes	Yes	Yes	3
103 – Whitney	None	0%	No	Yes	Yes	Yes	3
104 – Lassen	None	0%	No	Yes	Yes	Yes	3
105 – Trinity	None	0%	Yes	Yes	Yes	Yes	3
106 – Santa Lucia	None	0%	Yes	Yes	Yes	Yes	3
107 – Muir	None	0%	Yes	Yes	Yes	Yes	3
108 – Sequoia	None	0%	Yes	Yes	Yes	Yes	3
109 – Fremont	None	0%	Yes	Yes	Yes	Yes	3
110 – Tenaya	None	0%	Yes	Yes	Yes	Yes	3
113A– Sierra Madre 0	Full	100%	Yes	Yes	Yes	Yes	3
113B – Sierra Madre 1	Full	100%	Yes	Yes	Yes	Yes	3
113C – Sierra Madre 2	Full	100%	Yes	Yes	Yes	Yes	3
113D – Sierra Madre 3	Full	100%	Yes	Yes	Yes	Yes	3
113E – Sierra Madre 4	Full	100%	Yes	Yes	Yes	Yes	3
113F – Sierra Madre 5	Full	100%	Yes	Yes	Yes	Yes	3
114A – Yosemite 0	None	0%	Yes	Yes	Yes	Yes	3
114B – Yosemite 1	None	0%	Yes	Yes	Yes	Yes	3
114C – Yosemite 2	None	0%	Yes	Yes	Yes	Yes	3
114D – Yosemite 3	None	0%	Yes	Yes	Yes	Yes	3
114E – Yosemite 4	None	0%	Yes	Yes	Yes	Yes	3
114F – Yosemite 5	None	0%	Yes	Yes	Yes	Yes	3
114G – Yosemite 6	None	0%	Yes	Yes	Yes	Yes	3
114H – Yosemite 7	None	0%	Yes	Yes	Yes	Yes	3
114J – Yosemite 8	None	0%	Yes	Yes	Yes	Yes	3
114K – Yosemite 9	None	0%	Yes	Yes	Yes	Yes	3
121A – McCloud	None	0%	No	Yes	Yes	No	0
121B – Santa Ynez	None	0%	No	Yes	Yes	No	0
123B – Peterson Ranch	None	0%	No	Yes	Yes	No	0
127G – Escuela Beef Center	None	0%	No	Yes	Yes	No	0

Building	Sprinkler System?	% Sprinkler	Monitored Fire Alarm	Smoke Detection	Extinguisher Devices	Placards ?*	# Annual Evacuation Drills
150I – Poultry Science	None	0%	No	Yes	Yes		0
170A – Cerro Morro	Full	100%	Yes	Yes	Yes	Yes	3
170B – Cerro Cabrillo	Full	100%	Yes	Yes	Yes	Yes	3
170C – Cerro Hollister	Full	100%	Yes	Yes	Yes	Yes	3
170D – Cerro Romauldo	Full	100%	Yes	Yes	Yes	Yes	3
170E – Cerro Bishop	Full	100%	Yes	Yes	Yes	Yes	3
170F – Cerro Islay	Full	100%	Yes	Yes	Yes	Yes	3
171A – Aliso	Full	100%	Yes	Yes	Yes	Yes	3
171B – Buena Vista	Full	100%	Yes	Yes	Yes	Yes	3
171C – Corralitos	Full	100%	Yes	Yes	Yes	Yes	3
171D – Dover	Full	100%	Yes	Yes	Yes	Yes	3
171E – Estrella	Full	100%	Yes	Yes	Yes	Yes	3
171F – Foxen	Full	100%	Yes	Yes	Yes	Yes	3
171G – Gypsum	Full	100%	Yes	Yes	Yes	Yes	3
171H – Huasna	Full	100%	Yes	Yes	Yes	Yes	3
171I – Inyo	Full	100%	Yes	Yes	Yes	Yes	3

* Placards are evacuation diagrams for exiting the building.

Fire Safety Statistics

The following table contains information regarding fires in on-campus student housing facilities during the reporting period:

2013

Location	# of Fires	Cause of Fire	Fire Related Injuries	Fire Related Deaths	Value of Damage
Sequoia Hall	2	Unintentional Fire, other Unintentional Fire, electrical	0 0	0 0	\$250.00 \$20,000.00
Cerro Morro	2	Unintentional Fire, cooking Unintentional Fire, smoking	0 0	0 0	\$0.00 \$0.00
Cerro Cabrillo	1	Unintentional Fire, cooking	0	0	\$60.00
Inyo Hall	1	Unintentional Fire, cooking	0	0	\$0.00
Corralitos Hall	1	Unintentional Fire, open flames	0	0	\$150,000.00

2014

Location	# of Fires	Cause of Fire	Fire Related Injuries	Fire Related Deaths	Value of Damage
Yosemite Hall	1	Unintentional Fire, electrical	0	0	\$0
Tenaya Hall	1	Intentional Fire, other	0	0	\$0
Gypsum Hall	1	Unintentional Fire, cooking	0	0	\$216.00
Foxen Hall	1	Unintentional Fire, cooking	0	0	\$0

2015

Residence	#of Fires	Fire #	Cause of Fire	Fire Related Injuries	Fire Related Deaths	Value of Damage
016A – Herdsman Hall	0	0	NA	NA	NA	NA
018L – Dairy Science	0	0	NA	NA	NA	NA
048A – Environmental Horticulture	0	0	NA	NA	NA	NA
055A – Beef Cattle Evaluation Center Residence	0	0	NA	NA	NA	NA
055M – Beef Cattle Evaluation Center Residence, Modular	0	0	NA	NA	NA	NA
0560 – Swine Unit	0	0	NA	NA	NA	NA
057C – Veterinary Clinic	0	0	NA	NA	NA	NA
100 - Shasta	0	0	NA	NA	NA	NA
101 – Diablo	0	0	NA	NA	NA	NA
102 - Palomar	0	0	NA	NA	NA	NA
103 – Whitney	0	0	NA	NA	NA	NA
104 – Lassen	0	0	NA	NA	NA	NA
105 – Trinity	0	0	NA	NA	NA	NA
106 – Santa Lucia	1	1	Intentional Fire, Other	0	0	\$0
107 – Muir	1	1	Unintentional Fire, Cooking	0	0	\$0
108 – Sequoia	0	0	NA	NA	NA	NA
109 – Fremont	0	0	NA	NA	NA	NA
110 – Tenaya	0	0	NA	NA	NA	NA
113A– Sierra Madre 0	0	0	NA	NA	NA	NA
113B – Sierra Madre 1	0	0	NA	NA	NA	NA
113C – Sierra Madre 2	0	0	NA	NA	NA	NA
113D – Sierra Madre 3	0	0	NA	NA	NA	NA
113E – Sierra Madre 4	0	0	NA	NA	NA	NA
113F – Sierra Madre 5	0	0	NA	NA	NA	NA
114A – Yosemite 0	0	0	NA	NA	NA	NA
114B – Yosemite 1	0	0	NA	NA	NA	NA
114C – Yosemite 2	0	0	NA	NA	NA	NA
114D – Yosemite 3	0	0	NA	NA	NA	NA
114E – Yosemite 4	0	0	NA	NA	NA	NA
114F – Yosemite 5	0	0	NA	NA	NA	NA
114G – Yosemite 6	0	0	NA	NA	NA	NA
114H – Yosemite 7	0	0	NA	NA	NA	NA
114J – Yosemite 8	0	0	NA	NA	NA	NA
114K – Yosemite 9	0	0	NA	NA	NA	NA
121A – McCloud	0	0	NA	NA	NA	NA
121B – Santa Ynez	0	0	NA	NA	NA	NA
123B – Peterson Ranch	0	0	NA	NA	NA	NA
127G – Escuela Beef Center	0	0	NA	NA	NA	NA
150I – Poultry Science	0	0	NA	NA	NA	NA
170A – Cerro Morro	0	0	NA	NA	NA	NA
170B – Cerro Cabrillo	0	0	NA	NA	NA	NA
170C – Cerro Hollister	0	0	NA	NA	NA	NA
170D – Cerro Romauldo	0	0	NA	NA	NA	NA
170E – Cerro Bishop	0	0	NA	NA	NA	NA
170F – Cerro Islay	0	0	NA	NA	NA	NA

Residence	#of Fires	Fire #	Cause of Fire	Fire Related Injuries	Fire Related Deaths	Value of Damage
171A – Aliso	0	0	NA	NA	NA	NA
171B – Buena Vista	0	0	NA	NA	NA	NA
171C – Corralitos	1	1	Unintentional Fire, Cooking	0	0	\$145.00
171D – Dover	1	1	Unintentional Fire, Cooking	0	0	\$0
171E – Estrella	0	0	NA	NA	NA	NA
171F – Foxen	0	0	NA	NA	NA	NA
171G – Gypsum	0	0	NA	NA	NA	NA
171H – Huasna	1	1	Intentional Fire, Other	0	0	\$1
171I – Inyo	0	0	NA	NA	NA	NA

Fire Safety Procedures

All fires in campus facilities must be reported immediately to the University Police via 911.

Campus building evacuation procedures can be found here:

http://www.afd.calpoly.edu/ehs/docs/Campus_Building_Evacuation_Procedure.pdf

The current Campus Safety Report (Clery Report) can be found here:

<http://www.afd.calpoly.edu/police/services/docs/CleryReport.pdf>