



2009

Concordia College

Moorhead, MN

Campus Public Safety Fire Safety Report

FIRE SAFETY

Students residing in Concordia College residence halls are provided with training and information that will enable them to prevent, report, or respond to a fire emergency within residence halls.

STUDENT TRAINING

Students receive the majority of their training from their residence hall staff at the start of each academic year.

Students are provided with information regarding their floor, their building, as well as fire safety. Students are shown the location of fire pull stations, fire safety equipment (fire extinguishers and smoke detectors) and evacuation routes from the building.

Upon moving into a hall, every student should become familiar with fire exit routes and locations of fire extinguishers. When a fire alarm sounds, all persons must immediately evacuate the building, existing by the most direct safe route. Occupants must evacuate to points sufficient to ensure their personal safety. All occupants must evacuate in a timely manner.

Detailed placards with fire evacuation procedures and emergency exits are posted on each floor of all residence halls. Also, there is a smoke detector located in each residence hall room.

Students are trained in the following fire evacuation procedures:

Before the Fire:

- Know the location of all pull stations on your floor
- Know the location of all fire extinguishers on your floor
- Know the nearest exit and alternative exits, in the event that one is blocked

On Discovering a Fire:

- If you are able to extinguish the fire without putting yourself at risk, do so. If not, leave immediately
- Close your room/apartment door
- Sound the building alarm while exiting
- Call 9-911 from the front entry and report the fire then call Public Safety at 3123

Upon Hearing the Alarm:

- Dress for the weather
- Close windows
- Open drapes/shutters
- Turn on lights
- Check door to see if it is hot
- Check hallway for smoke
- Lock door as you exit

FIRE DRILLS

In order to test the fire alarm system and observe student and staff behavior, the college conducts fire evacuation drills. These drills are conducted once each academic year in the residence halls. Fire alarm and facilities deficiencies are reported to Facilities Management and Risk Management. Student behavioral issues are reported to Residence Life.

RESIDENCE HALL RULES REGARDING FIRE SAFETY

The following are prohibited: tampering with fire or safety-related equipment (fire alarms, smoke detectors, fire extinguishers, exit alarms, door closers, etc.), use of multi-headed extension cords, use of space heaters or air conditioners, use of rubber-backed carpeting, use of halogen lights or lamps, tampering with fixed devices (electrical outlets, light switches, cable television outlets, or phone jacks), use of candles, and the use of incense are all prohibited activities.

Smoking is prohibited in residence halls and within 20 feet of any building entrance.

One small refrigerator and microwave oven are allowed in each room. The use of appliances which utilize heating elements (such as hot pots, hot plates, popcorn poppers, toasters, etc...) is strongly discouraged.

Hallways and stairways must be accessible at all times, do not leave anything in hallways or stairways.

FUTURE IMPROVEMENTS

Concordia College continues to evaluate the fire systems in each residence hall to determine if improvements are necessary. Recent upgrades to fire systems have been completed in Park Region, Erickson, Hallet, and Fjelstad Halls. System upgrades are scheduled for Brown Hall in 2010.

REPORTING OFFICIALS

Once the proper emergency personnel have been notified, the Hall Director is responsible for notifying the Director of Residence Life who, in turn, will notify other key individuals such as the Dean of Student Life, the Director of Public Safety, Risk Management, and Facilities Management as necessary.

Concordia College 2009 Fire Matrix							
Concordia College Residential Facilities	Fire Alarm Monitoring Done Off Site by Contract Company	Partial (1) Sprinkler System	Full (2) Sprinkler System	Smoke Detection	Fire Extinguisher Devices	Evacuation Plans/Placards	Number of evacuation (fire) drills each academic year
Boe-Olson Apts				X	X	X	1
Bogstad East	X			X	X	X	1
Bogstad Manor	X			X	X	X	1
Brown Hall	X			X	X	X	1
Erickson Hall	X		X	X	X	X	1
Fjelstad Hall	X			X	X	X	1
Hallet Hall	X		X	X	X	X	1
Hoyum Hall	X			X	X	X	1
International Center				X	X	X	1
Livedalen Hall	X			X	X	X	1
Park Region	X			X	X	X	1
Townhouse East	X		X	X	X	X	1
Townhouse West	X		X	X	X	X	1

(1) Partial Sprinkler System is defined as having sprinklers in the commons area only.

(2) Full Sprinkler System is defined as having sprinklers in both the commons area and individual rooms.

