

History of Campus Fire Safety

On January 19, 2000 three students were killed and 62 students and firefighters were injured when a fire erupted at Seton Hall University. This fire, originally lit as a prank, proved to be one of the deadliest college fires in recent history, as three couches in a third floor lounge approached 1500 degrees F in less than 5 minutes.

In this tragedy's aftermath, then NYS Governor George Pataki created a Task Force on Campus Fire Safety in February 2000. The result of this task force today is annual wall-to-wall fire inspections of all NYS colleges and universities, with the assistance of the NYS Office of Fire Prevention & Control (OFPC).

Hamilton College is committed to fire safety as a priority in student residences and other campus facilities. As evidence of that commitment, 100% of Hamilton's on-campus residential facilities have sprinkler systems. However, no fire alarm, detection or suppression system can 100% guarantee that a Seton Hall-like tragedy will not occur here, as most OFPC violations tend to be behavioral in nature. While there are a number of College departments charged with administering Hamilton's fire safety programs, all students and employees must **DO THEIR PART** and abide by this Fire Safety Notice.

Best Practices & Recommendations

Power Strips

- Instead of extension cords, use power strips which will "trip" in the event of a power surge.
- But be sure to never "piggy-back" such devices, one to another.



Fire Extinguishers

- These devices are staged throughout campus.
- But extinguishers are **not** intended to enable "fire-fighting", especially by those not formally trained in their use.
- If you would like to be trained to use a fire extinguisher, please contact Frank Coots or Brian Hansen.



Gas/Charcoal Grills

- Use gas/charcoal grills at least 10 feet from your building.
- Propane tanks may never be stored indoors, but up to 1 bag of charcoal may be stored in dry, indoor locations.



Faculty/Supervisor Roles

- Wherever you teach/supervise students or other employees, YOU play a critical role in the success of our fire safety program.
- Always treat a fire alarm signal, even if it's a fire drill, as a potential emergency.
- Know the building evacuation "muster points" for all facilities you teach or supervise others in, and ensure you communicate those locations accordingly.

Hamilton

Employee Fire Safety Notice

Emergency Phone Numbers

Campus Safety	x4000
Residential Life	x4023
Student Health Services	x4111
HCEMS	x4000
Env. Protection & Safety	x4647
Facilities Management	x4500

Note—This document is not inclusive of all fire safety programs at Hamilton College. Please see this website for additional information: <http://www.hamilton.edu/epss/fire-safety>

Prohibited Items, Actions & Nevers...

No Light Duty Household Extension (or Zip) Cords

These devices are only suitable for non-commercial/household use, and are not permitted on campus at any time.



Heavy-Duty Extension Cords

- These devices are only suitable for periodic use, like to run a vacuum or other mobile equipment.
- A heavy-duty extension cord running a desk lamp is not periodic use, and will result in a fire safety violation.



No Multi-Plug Adapters

These devices are only suitable for non-commercial or household use, and are not permitted on campus.



No Piggy-Backed Outlet Strips

- These devices are acceptable for safely extending an electrical circuit.
- Do not piggy-back one outlet strip to another.



Other Banned Items

- Holiday Lights
- Halogen Lamps, Lava Lamps, Heat Lamps
- Candles/Incense
- Natural Christmas Trees
- Space Heaters or Air Conditioners

Storage Issues

- The excessive storage of materials in an office such that it obstructs your timely exit from the space is prohibited.
- The storage of combustible materials on walls/shelving must observe an 18" clearance from ceilings in sprinkled buildings, or 24" in non-sprinkled buildings.
- You may not place anything that obstructs access/egress paths in your building's hallways, stairwells or storage spaces.



Food Storage/Cooking/Prep

Employees should utilize designated kitchenettes.

- For energy conservation reasons, employees are discouraged from having personal refrigerators in their offices.
- The only permissible food warming devices outside of kitchenettes include those with internal/self-contained coils.

Smoking and Vaping

- By College policy and the NYS Clean Indoor Air Act, smoking and vaping is prohibited in all College buildings, entranceways and College-owned vehicles.
- As a further courtesy, smokers/vapers should stay at least 25' away from all buildings to protect non-smokers from unwanted exposure to environmental tobacco smoke.



Never tamper with or otherwise obstruct fire safety equipment installed in your building, such as:

- Smoke/heat detectors;
- Sprinkler heads/piping;
- Fire extinguishers;
- Fire/smoke doors;
- Fire alarm panels;
- Pull stations; or
- Exit/egress signage

Corrective Actions

All college facilities, including employee offices, are subject to regular inspection by the offices of Env. Protection & Safety, Campus Safety, Facilities Management and the NYS Office of Fire Prevention & Control.

Depending on the nature and severity of any fire safety related-violations discovered during an inspection, corrective actions may be levied upon the responsible party(ies), including but not limited to, additional instruction, on-the-spot confiscation or disciplinary action.