

Annual Fire Safety Report

Nestled on a 524-acre wildlife and nature preserve the University of Houston-Clear Lake (UHCL) straddles the Horse Pen Bayou which separates the cities of Houston and Pasadena. UHCL has 7 structures on campus, with a net assignable square footage of approximately 1,700,000 square feet. In addition there are 30,956 square feet at a leased facility in Pearland, TX.

University Forest Apartments (UFA), is a gated student and staff only housing community with 136 units operated by Campus Living Villages Inc. The complex is located on the UHCL campus and must comply with the regulations set forth in the Higher Education Act, the amended Higher Education Opportunity Act and any National Fire Protection Association's Life Safety Codes that concern on-campus housing. The University Forest Apartments must also adhere to any requirements established by the Texas State Fire Marshal and Fire Safety guidelines developed by the University of Houston-Clear Lake.

Applicable Definitions

1. 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.
2. Fire: Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.
3. Fire Drill: A supervised practice of a mandatory evacuation of a building for a fire.
4. 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.
5. Fire-Related Death: Any instance in which a person:
 - a) 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
 - b) Dies within one year of injuries sustained as a result of the fire.
6. 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.
7. 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.

Fire Log

Annual Fire Safety Report

The on-campus housing fire log contains information such as: cause of incident, date, time, and location of occurrence. The fire log is open to the public and is located at the University Forest Apartments Office and the University of Houston - Clear Lake's Office of Risk Management.

Fire Statistics Fire Statistics 2014 - 15

On Campus Housing	Fires Reported	Cause	How many injured	Death	Property Damage & Value
University Forest Apartments	0	None	0	0	\$0

Fire Safety Systems

All but 2 of the buildings on campus are monitored with an automatic fire detection/alarm system. All buildings have smoke detector/alarms in place. All systems are tested annually by a certified inspector. The following fire safety systems are in place at the University Forest Apartments:

- 30 emergency pull station alarms located at Buildings 4, 7, 9, and 10.
- Fire Extinguishers in each individual apartment unit.
- Smoke detectors (non-monitored) are in each individual apartment unit.

Emergency Evacuation Drills

The University conducts a fire evacuation drill twice a year, of all buildings including the University Forest Apartments complex.

Evacuation Procedures

If a fire alarm is received at any campus facility, all persons within the building are to evacuate the building into the nearest parking lot unless an ALL CLEAR announcement has been made. During a fire alarm event, the UHCL Police and UHCL Facilities and Construction Management shall inspect the alarm location to determine if the fire department is needed. Based upon their findings, the UHCL Police will make a follow up announcement via the building's fire address system. During an evacuation, assist your classmates and colleagues, particularly those who may have a disability. Evacuations should be made via stairwells whenever possible. If you are unable to evacuate yourself or you cannot assist someone in evacuating, please **contact the UHCL Police at 281-283-2222** and report your location and type of assistance needed.

Emergency Evacuation at University Forest Apartments

- Remain alert, but calm.
- If safe to do so, leave your apartment immediately and shut the door.
- Go to the parking lot area furthest away from the danger zone.
- **Call UHCL Police at 281-283-2222 or 911** to report the fire.
- If safe to do so, activate an emergency alarm pull station box (Buildings 4, 7, 9, 10) to notify other residents that there is a fire. **Then call UHCL Police at 281-283-2222 or 911.**

UHCL Emergency Management / Fire Safety
Annual Report 2014-15

Annual Fire Safety Report

Fire Safety Education & Safety Programs

Policy on Portable Electrical Appliances, Smoking, and Open Flames

The following policies are in effect at University Forest Apartments, in order to reduce risk of fire:

- Grilling
 - Use only designated barbeque pits for grilling on campus.
- Smoking
 - Smoking cigarettes, cigars, pipes, etc., is allowed only if all residents in apartment agree. Hookahs are not permitted within apartments.
- Candles & Incense
 - Candles and incense are not allowed within apartments.
- Electrical Safety
 - Make sure cords have no exposed wires.
 - University Forest Apartments does not allow multiple outlets, also known as "octopus plugs."
 - No halogen lamps are allowed at University Forest Apartments.

Inspections

The University Forest Apartment management performs routine inspections and maintains all fire extinguishers, smoke detectors, and emergency pull station alarms.

The Texas State Fire Marshal performs inspections at University Forest Apartments at least every two years to determine whether:

- Fire extinguishers are present and have been recently inspected.
- Smoke detectors are in place and are in working order.
- Pull stations are operational and have been inspected.

Campus Safety Programs

- Have an Exit Strategy (HAES) Program
The University of Houston-Clear Lake takes part in the Have an Exit Strategy (HAES) Program funded by a federal grant through the Texas State Fire Marshal's office. The HAES program was developed to educate the campus community to become fire safety conscious. Through this program, the campus body becomes more aware of their surroundings, locating exits, and identifying fire hazards and how to prevent them from occurring. The program uses handouts, emails, flyers, campus TV ads, doorknob hangers, etc. to educate the community. This program works in concert with the campus' Fire Safety Rules and Procedures to promote fire safety. Campus fire safety Information is located on the University of Houston-Clear Lake Website:
<http://prtl.uhcl.edu/portal/page/portal/RSK/Safety/Fire%20Safety>
- Fire extinguisher training
Extinguisher training is offered several times a year, in person, online, and by request through the UHCL Fire Marshal's office at 281-283-2250.

Annual Fire Safety Report

Reporting a Fire

All fire emergencies should be reported to **University Police by calling 281-283-2222**, or 911.

Future Improvements in Fire Safety

The University of Houston-Clear Lake's Fire Marshal has plans to begin a campus wide fire warden program that will include the UFA. This plan designates several individuals to take a leadership role during a fire emergency by ensuring their neighbors and co-workers know the fire emergency, evacuation procedures, assist with fire drills and help promote fire safety awareness. The Fire Marshal's office also plans to initiate a more enhanced hands on fire extinguisher training program for all resident assistants and university employees.

Classes in the selection and use of portable fire extinguishers are also available by contacting the campus Fire Marshal's Office at 281-283-2261 for class availability or to have one scheduled.

Additional Fire Safety Information

For additional fire safety information, visit the Emergency Management & Fire Safety website:
<http://prtl.uhcl.edu/portal/page/portal/FMC/FMC/EmergencyManagementandFireSafety>