

Fire Safety Report

(Complied and submitted by the UHCL Office of Risk Management)

The University of Houston - Clear Lake is a strong advocate for fire safety. The University has 5 buildings, 1 Annex, and 1 on-campus housing facility located on its property. The on-campus housing facility, known as University Forest Apartments (UFA), is a gated faculty, student and staff only housing community with 136 units owned and operated by Campus Living Villages.

The University Forest Apartment complex must follow 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 follow any requirements requested by the Texas State Fire Marshal, Fire Safety guidelines developed by the University of Houston - Clear Lake, and any other requirements set forth by Campus Living Village Company in its lease.

On-Campus Housing Fire Safety System

- 30 emergency alarm pull stations located within the apartment complex at buildings 4, 5, 7, 9, and 10.
- The University Forest Apartments have two emergency call stations boxes that notify the University Police 24 hours a day.
- Each apartment unit is equipped with fire extinguisher.
- Stand-alone smoke detectors are in each unit.

Emergency Contacts and Reporting

Emergency Reporting

Students should report fire emergencies to University Police by calling 281-283-2222, using an emergency call box, or by calling 911.

Non-Emergency Fire Reporting

Students can contact University Police, apartment management, or the University's Risk Management Department to notify them that a fire has occurred.

Emergency Evacuation Procedures

- 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.
- Notify emergency personnel by contacting the University Police.
- If safe to do so, activate an emergency alarm pull station box (Buildings 4, 5, 7, 9, 10) to notify other residents that there is a fire.

Fire Statistics

Fire Statistics FY 2012					
On Campus Housing	Fires Reported	Cause	How many injured	Death	Property Damage & Value
University Forest Apartments	0	None	0	0	\$0 dollars

Fire Log

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 Safety Policy

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.

Fire Drills

Fire drill is conducted each year in December.

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.

- Fire extinguishers are present and have been recently inspected.
- The smoke detectors are in place and are in working order.
- The pull stations are operational and have been inspected.

Policies & Campus 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 should become more aware of their surroundings, locating exits; identify fire hazards and how to prevent them from occurring. The dispersal of this program is achieved through advertising, using handouts, emails, flyers, campus TV ads, door knob hangers, etc.

This program works synergistically with our Campus's Fire Safety Rules and Procedures to promote

educating the campus body about 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

Fire extinguisher training is offered several times a year, in person, online, and on request.

Plans for Future Improvement of Fire Safety

The University of Houston - Clear Lake's Risk Management Department has plans to begin a fire warden program at the UFA. This plan designates several individuals to take a leadership role during a fire emergency, by ensuring their neighbors know the fire emergency, evacuation procedures, assist with fire drills and help promote fire safety awareness.

The Fire Report can be found on the Risk Management Fire Safety website:

<http://prtl.uhcl.edu/portal/page/portal/RSK/Safety/Fire%20Safety>.