

FIRE SAFETY

FIRE HAZARDS ON CAMPUS

Smoking Material

Carelessness with cigarettes, matches, etc., accounts for the greatest number of residence hall fires.

Flame

Candles can be dangerous. Leaving them burning unattended or too close to combustible materials can lead to fires. Candles are not allowed in any residence hall.

Decorations

Some decorations ignite easily and allow a fire to spread rapidly. These include holiday decorations, large posters, filmy curtains, and flammables tacked to the ceiling.

Trash

Accumulation of trash and newspapers, especially in corridors and stairwells, is a fire hazard. Report such accumulations to a Resident Assistant.

Flammable Liquids

Common materials like paint, paint remover, hair spray, duplicator fluid, and thinner can be fire hazards if they are handled or stored improperly.

Appliances

Careless use of heat-producing appliances can start fires. Especially hazardous are:

1. Hot plates left on, unattended, or with grease build up on coils.
2. Electric blankets left on when resident is not in bed.
3. Irons left on, lying down, unattended, or used on a bed.
4. Toaster ovens left on, with accumulated grease, or unattended.
5. Hair dryers laid down while they are on or used to dry clothes.
6. Portable space heaters placed near combustibles like curtains or used to dry clothes.

Arson

Setting fires on purpose is the leading cause of campus fires. Arson is a serious crime that can result in unnecessary deaths.

False Alarms

False alarms are also a hazard. They create a mood of apathy so you may not react quickly enough to save your life if there is a real fire. And if fire fighters are called out on a false alarm, they will not be available to fight a real fire.

FIRE SAFETY FEATURES

Fire Extinguishers

Fire extinguishers are designed to fight small fires.

1. Find out where they are located and what kind of fires they are designed to fight.
2. Learn in advance how to operate them properly.
3. Do not block access to extinguishers.
4. Report all extinguishers that are missing, damaged, or have been discharged.
5. Do not empty fire extinguishers as a prank.

Fire Alarms

1. Know where alarms are located.
2. Learn how to activate them.
3. If you hear a fire alarm, alert as many people in the building as possible and evacuate the building.

Fire Doors

Fire doors prevent fire and smoke from spreading and provide a safe escape route.

1. Keep fire doors closed at all times. Report any that need repair or have been propped open.
2. Do not block access to fire doors.

Note: Doors with automatic (sentronic) closers should remain open--they will close by themselves in the event of fire.

Fire Exits

1. Know how to find them, even if it is dark and smokey.
2. Do not use them as porches or balconies.
3. Keep them free of obstructions such as plants, bicycles, storage boxes, etc.

Emergency Numbers

1. Emergency numbers shall be clearly posted next to phones or on bulletin boards, etc., for quick dialing.
2. In the event of fire or other emergency, call Campus Police at 257-4018. If injury is involved, tell the police; they will alert EMS and the Infirmary.

Smoke Detectors

Smoke detectors alert while there is still time to escape. Remember, smoke is the greatest danger in a fire.

1. Check their location near your room.
2. Do not hang things over them or cover them up.
3. Test regularly, if authorized to do so.

Sprinkler System

Sprinkler Systems are designed to fight fires that have become too large to handle with a fire extinguisher. If a Sprinkler System becomes activated, evacuate the building and notify Campus Police at 257-4018.

FIRE PREVENTION

Follow all campus rules and take the following precautions:

Smoking

1. Smoke only where permitted. Never smoke when drowsy, in bed, or near flammable liquids. (A spark can cause an explosion.)
2. Store matches properly, not in bureau drawers or in pockets. Close matchbook cover before striking.
3. Use safe ashtrays (not plastic or paper cups). Clean them often. Douse with water before emptying into wastebaskets. Do not put ashes/cigarettes out on carpeted floors.

Housekeeping

1. Store trash away from heat.
2. Empty wastebaskets often.
3. Keep exits clear of possessions and trash at all times.
4. Store combustibles away from heat.
5. Store flammable liquids (including paint and remover) in proper metal containers. Store aerosols properly. Store all in approved area, never inside your room or building.

Appliance Use

1. Use appliances according to instructions.
2. Do not leave heat-producing appliances unattended. Unplug them when not in use, and let them cool before storing. Do not cover ventilation openings on TVs, stereos, and radios.
3. Unplug all appliances before leaving on vacations.
4. Check appliances for damaged cords and circuits. Have faulty appliances repaired or discard them.
5. Do not overload circuits by plugging too many appliances into one outlet. Use heavy duty UL approved extension cords to increase cord length, not to plug in more appliances.
6. Do not use hot plates, grills, or other appliances in your dormitory if they are prohibited.

Other Precautions

1. Decorate for holidays or parties with flame-retardant or noncombustible materials. Remove them before leaving for holidays. Use artificial Christmas trees. Check lights for damaged wires and loose connections. Unplug lights before leaving the room
2. Never store motorcycles, mopeds, or gas cans indoors. Any spark--even from turning on a light--can ignite gas vapors.
3. Use grills and hibachis only where permitted--never indoors, on fire escapes, in stairways, or in your dormitory. Do not leave them unattended while fire is burning.
4. Do not tamper with emergency equipment. Leave extinguishers and alarms alone except in a fire emergency. Never disconnect a smoke detector.
5. Report damaged or missing extinguishers, alarms, smoke detectors, or exit signs to a resident assistant or to Physical Plant.
6. Make a plan. Think about how you would exit from different areas of your residence hall/classroom building.
 - a. Decide on at least two exits (primary and alternate) from your room, classroom, etc.
 - b. Count and remember the number of doors between the room and the exits.
 - c. Take special note of the location of safety equipment and of exits in other buildings.
 - d. Have an outside meeting place to get a head count.

Fire Drills

Fire and smoke drills are very important, especially in residence halls/classroom buildings. If you know what to do, you are less likely to panic. (Some drills may be held at night to practice escaping in the dark.)


Take fire drills seriously; they may save your life. Follow directions of the person in charge.



In Case of Fire




1. Stay calm. Think out what you have to do, then act because every second counts.
2. Sound alarm to warn others. Pull the alarm box. If there is none, shout and pound on doors as you evacuate. Never ignore an alarm. (In buildings equipped with smoke detector systems, the alarm will sound automatically--if it doesn't, pull the alarm!)
3. Call Campus Police (257-4018). They will immediately call the Ruston Fire Department.
 - a. Give full location clearly.
 - b. Describe extent of fire.
 - c. Answer any questions before you hang up.
4. If you are in your room when you hear an alarm, feel the door, from bottom to top (heat rises). If it is hot, don't open it. Stay in your room. If it is cool, open it a crack--but be ready to slam it shut if you find smoke or flames. Leave if corridor seems safe.
5. If you can exit:
 - a. Take your key and walk to nearest exit if there is no smoke. If there is smoke or if it is dark, crawl to exit, counting doors so you don't get lost.
 - b. Close all doors behind you.
 - c. Do not use elevators--they are deathtraps in a fire. Use the stairs; hold on to rail.
 - d. Turn back if you encounter heavy smoke (it is deadly) and look for another exit.
 - e. Stand clear of the building and out of the way of the fire fighters when you get outside. Never go back into a burning building for any reason. Report to your meeting place.
6. If you are trapped in your room:
 - a. Keep your door closed.
 - b. Seal cracks around door with tape, clothes, sheets, etc.
 - c. Open windows slightly, if there is no smoke outside. Open at top (to vent smoke) or at bottom (to let in fresh air).
 - d. Tie wet cloth over nose and mouth to aid breathing.
 - e. Stay low, where air is fresher (smoke rises).
 - f. Signal rescuers by waving a sheet or clothing out the window, or telephone for help.
 - g. Do not jump if you are higher than two stories.
7. If clothing catches fire--Stop, Drop, and Roll!
 - a. Do not run--it will fan the flames. Drop to the floor and roll out fire.
 - b. Drop and roll someone else on the ground. Use a rug, coat or blanket to smother flames.
 - c. Cool the burn with cold water. Get prompt medical attention.




Types of Fire Extinguishers:

Fire extinguishers come in various shapes, sizes, colors, and types. They shall only be used on the type of fire for which they are rated. Before an emergency arises, it is recommended that all employees/students read and understand the directions of the fire extinguisher(s) in their area.

 A WATER extinguisher is designated by an "A" inside a GREEN TRIANGLE on the label and is easily recognized by its silver container. This extinguisher is only to be used on Class A type fires. CAUTION: Do not use on electrical fires.

  A CO₂ extinguisher is designated by a "B" in a RED SQUARE and a "C" in a BLUE CIRCLE on the label and is easily recognized by the large black discharge horn. This type of extinguisher is only to be used on Class B and/or C type fires. CAUTION: Do not use in a confined space.

   MULTI-PURPOSE and ORDINARY DRY CHEMICAL extinguishers are designated by an "A" inside a GREEN TRIANGLE, a "B" inside a RED SQUARE, and a "C" inside a BLUE CIRCLE on the label respectively. It is easily recognized by its red container and/or piggy back cartridge. This type of extinguisher is only to be used on Class B and/or C type fires, while multi-purpose dry chemical can also be used on Class A type fires. CAUTION: Respiratory irritant, if inhaled.

   HALON 1211 extinguishers are labeled by the same designations as a multi-purpose dry chemical extinguisher, "ABC." Halon is usually packaged in a red container similar to a dry chemical extinguisher, but it is usually not recognizable until the label is read. This extinguisher is for use on Class A, B, and C type fires. CAUTION: Do not use in a confined space.

NOTE: A Halon 1211 or CO₂ fire extinguisher is recommended for use in computer rooms or in areas where electronic equipment is located. Dry chemical and water extinguishers are not.



A COMBUSTIBLE METAL fire extinguisher is designated by a "D" inside a YELLOW STAR on the label. This extinguisher is only for use on Class D type fires.

How to Use a Fire Extinguisher:

The method described below is a standard application for how to use a fire extinguisher; however, it is highly recommended that all employees/students read and understand the directions on the fire extinguisher(s) in their area. This method does not apply to all portable extinguishers.

To use extinguisher, remember P A S S.

Pull the pin. (Some may require pressing a puncture lever or releasing a lock hatch.)

Aim the extinguisher nozzle or cone at the base of the fire.

Squeeze or press the handle.

Sweep from side to side at the base of the fire until it appears to be out. With a water extinguisher, place your finger over the nozzle to create a mist. Stop the extinguisher, check the fire area, and (if necessary) continue your extinguishment efforts. Always back away from a fire so you will not be caught