



# Annual Fire Safety Report 2010 | 2011



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## PHONE NUMBERS

Calls to the emergency numbers listed below are answered 24 hours a day, 7 days a week.

Fire, Medical or Criminal	<b>911</b>
University Police (non-emergency)	962-2222

Calls below are answered 8am-5pm Monday-Friday

UNCW Environmental Health & Safety	962-3057
UNCW Housing & Residence Life	962-3241

## CONTACT US

Please visit, call, or write us!

UNCW  
Environmental Health & Safety  
601 S. College Road  
Wilmington, NC 28403-5974  
Tel. (910) 962-3057  
Fax (910) 962-3473

E-mail: [SafetyTips@uncw.edu](mailto:SafetyTips@uncw.edu)  
[hartss@uncw.edu](mailto:hartss@uncw.edu)

Website: <http://www.uncw.edu/ba/safety>



THE UNIVERSITY OF NORTH CAROLINA AT WILMINGTON

September 30, 2011

Students and Parents:

One of the six strategic priorities of University of North Carolina Wilmington is to “provide a sustainable campus that is attractive, functional and above all safe”. Part of this is the commitment of our staff to provide resident students with an on campus “home away from home” that is as safe as possible from the threat of fire and other hazards.

This 2010 UNCW Campus Fire Safety Report outlines fire protection systems, policies and procedures that apply to residence hall fire safety, as well as educational efforts on fire safety. It also includes a log of fire events within residential facilities on our campus. It is our effort to take each event that occurs, no matter how small, and learn from it and further refine and revise our policies, procedures and educational efforts to prevent a similar event from recurring. As a parent, I personally make these efforts a priority in my career and analyze all suggestions to improve campus safety.

Fire Safety is just one of the many areas that Environmental Health & Safety works with many campus departments to protect students on and off campus. At UNCW there is truly a team of faculty and staff committed to the safety of our students. We think this truly supports the most powerful learning experience possible for all students.

Have a safe year and please contact us if you have questions about this report or other safety concerns.

Sincerely,

Stan H. Harts  
Director, Environmental Health & Safety

## CAMPUS FIRE SAFETY REPORTING

The Higher Education Opportunity and Affordability Act was signed into law on August 14, 2008. Part of this legislation was to implement requirements for fire safety reporting for on campus housing. They serve to introduce and increase fire safety awareness on college and university campuses across the nation by providing students and their families with their fire safety information they need. This report parallels University Police Department efforts in crime prevention. If you are interested in the 2010 UNCW Campus Crime & Security Report, click [here](#).

In response to this legislation UNCW has developed the following report that exceeds the regulatory requirements.

Please take time to review our statistics and fire safety information. Let us know if you have any questions in regards to fire safety by contacting us a 910-962-3057 or [SafetyTips@uncw.edu](mailto:SafetyTips@uncw.edu) . Thank you for choosing UNCW and we look forward to helping you through your educational career.

## BUILDING FIRE SYSTEM DESCRIPTIONS

All of the residence halls on the UNCW campus have automatic smoke detection systems that notify emergency responders when an alarm is activated. Additionally these devices are “supervised” which means that if the device is tampered with or power is interrupted to the system, it will also notify emergency responders. Additionally, most facilities have automatic fire sprinkler systems installed. Below is a detailed summary of each residence hall.

University Apartments: These wood frame structures are equipped with a sprinkler system, smoke detectors in each sleeping area as well as common areas. The smoke detectors are connected to a supervised fire alarm control panel that reports off site. There are fire extinguishers in the kitchens of each suite.

Belk Hall: Belk is constructed of non-combustible materials and is equipped with a sprinkler system throughout as well as smoke detectors in each sleeping area as well as common areas. The smoke detectors are connected to a supervised fire alarm control panel that reports off site. Fire extinguishers are located throughout the residence hall and fire department standpipes are



located in the stairwells. Secondary exits have delayed egress doors connected to the fire alarm system.

Cornerstone Hall: Cornerstone is constructed of non-combustible materials and is equipped with a sprinkler system throughout as well as smoke detectors in each sleeping area and common areas. The smoke detectors are connected to a supervised fire alarm control panel that reports off site. Fire extinguishers are located throughout the residence hall and fire department standpipes are located in the stairwells. Additionally there are smoke doors installed that close upon activation of the fire alarm to preclude the rapid advance of smoke and fire. Secondary exits have delayed egress doors connected to the fire alarm system.

Galloway Hall: Galloway is constructed of non-combustible materials and is equipped with a sprinkler system throughout as well as smoke detectors in each sleeping area and common areas. The smoke detectors are connected to a supervised fire alarm control panel that reports off site. Fire extinguishers are located throughout the residence hall and fire department standpipes are located in the stairwells. Secondary exits have delayed egress doors connected to the fire alarm system.

Graham / Hewlett Halls: Graham and Hewlett are constructed of non-combustible materials and are equipped with a sprinkler system throughout as well as smoke detectors in each sleeping area as well as common areas. The smoke detectors are connected to a supervised fire alarm control panel that reports off site. Fire extinguishers are located throughout the residence hall and fire department standpipes are located in the stairwells. Additionally there are smoke doors installed in the connector building that close upon activation of the fire alarm to preclude the rapid advance of smoke and fire. Secondary exits have delayed egress doors connected to the fire alarm system.

Honors House: Honors House is constructed of non-combustible materials and is equipped with a sprinkler system throughout as well as smoke detectors in each sleeping area and common areas. The smoke detectors are connected to a supervised fire alarm control panel that reports off site. Fire extinguishers are located throughout the residence hall and fire department standpipes are located in the stairwells. Additionally there are smoke doors installed that close upon activation of the fire alarm to preclude the rapid advance of smoke and fire. Secondary exits have delayed egress doors connected to the fire alarm system.

International House: International House is constructed of non-combustible materials and is equipped with a sprinkler system throughout as well as smoke detectors in each sleeping area and common areas. The smoke detectors are connected to a supervised fire alarm control panel that reports off site. Fire extinguishers are located throughout the residence hall and fire department standpipes are located in the stairwells. Additionally there are smoke doors installed that close upon activation of the fire alarm to preclude the rapid advance of smoke and fire. Secondary exits have delayed egress doors connected to the fire alarm system.

Schwartz Hall: Schwartz is constructed of non-combustible materials and is equipped with a sprinkler system throughout as well as smoke detectors in each sleeping area and common and mechanical areas. The smoke detectors are connected to a supervised fire alarm control panel

that reports off site. Three fire extinguishers are located on each floor and fire department standpipes are located for hose connections in each of the three stairwells that offer egress. Additionally there are smoke doors installed that close upon activation of the fire alarms system. Stairwell exit doors are delayed egress doors connected to the fire alarm system.

Seahawk Crossing: Seahawk Crossing consists of wood frame constructed buildings equipped with a sprinkler system throughout as well as smoke detectors in each sleeping area and common areas. The smoke detectors are connected to a supervised fire alarm control panel that reports off site. Fire extinguishers are located throughout the residence hall and fire department standpipes are located in the stairwells. Range hoods in common areas also have automatic fire suppression systems. Additionally there are smoke doors installed that close upon activation of the fire alarm to preclude the rapid advance of smoke and fire.

Seahawk Landing: Seahawk Landing consists of wood frame constructed buildings equipped with a sprinkler system throughout as well as smoke detectors in each sleeping area and common areas. The smoke detectors are connected to a supervised fire alarm control panel that reports off site. Fire extinguishers are located throughout the residence hall and fire department standpipes are located in the stairwells.

Seahawk Village: Seahawk Village consists of wood frame constructed buildings equipped with a sprinkler system throughout as well as smoke detectors in each sleeping area and common areas. The smoke detectors are connected to a supervised fire alarm control panel that reports off site. Fire extinguishers are located throughout the residence hall and fire department standpipes are located in the stairwells.

University Suites: Suites O-V are constructed of non-combustible materials and is equipped with a sprinkler system throughout as well as smoke detectors in each sleeping area and common and mechanical areas. The smoke detectors are connected to a supervised fire alarm control panel that reports off site. Fire extinguishers are located in the kitchens of each suite.

## **TAMPERING WITH FIRE SYSTEMS**

Fire fighting, detection and alarm equipment is provided for the protection of all residents. Misuse of, or tampering with, this equipment is a violation of university regulations and state criminal statutes. Below are summaries of the *UNCW Code of Student Life, Guide for On Campus Living* as well as other websites that apply to tampering with these systems. All cases of persons tampering with fire alarm systems are taken seriously and are routed through the campus judicial system. This could result from sanctions taken by campus judicial board such as warnings, educational experiences, immediate termination of this rental agreement, or referral to criminal justice system where criminal fines and/or imprisonment could occur.

Below are links to locations where this is posted.

Code of Student Life <http://www.uncw.edu/stuaff/odos/documents/cosl-current.pdf>

Offenses	Page 13
Behavior	Page 50
Fire Laws	Page 113

Guide for On Campus Living:

<http://www.uncw.edu/stuaff/housing/documents/GFOCL.pdf>

Fire Safety, Page 47

Other Websites (Housing and Residence Life and Environmental Health & Safety)

<http://www.uncw.edu/ba/safety/ResidenceHall.html>

<http://www.uncw.edu/ba/safety/fire.html>

Additionally, it is a violation of North Carolina State Law to tamper with fire protection systems. Below is a link to **North Carolina General Statute 14-286**

[http://www.ncga.state.nc.us/enactedlegislation/statutes/pdf/bysection/chapter\\_14/gs\\_14-286.pdf](http://www.ncga.state.nc.us/enactedlegislation/statutes/pdf/bysection/chapter_14/gs_14-286.pdf)

## **FIRE EXIT DRILLS**

Fire exit drills are conducted twice each year cooperatively between Environmental Health & Safety and Housing & Residence Life. The purpose of these drills is to educate residents of fire exit procedures and familiarize them with the building exits and fire protection systems.

During these drills, University Police is notified of the time and location, the alarm is activated and residents timed to see how long it takes to evacuate the building. Activation of the off-site notification is confirmed and is reset. Staff are placed at all exits and residents are routed to a central location. After all persons are out of the building they are given an educational briefing the purpose of the drill and building specific considerations. Logs of these fire exit drills including date, time, number of persons evacuated and other comments are maintained by Environmental Health & Safety.

Participation in fire drills is mandatory and failure to evacuate the building during a Fire alarm will result in disciplinary action.

Residents are encouraged to discuss fire evacuation procedures with their room/suitemates or Resident Advisor. Floor plans of residence halls are available [here](#).

## **FIRE SAFETY EDUCATION AND TRAINING**

Residence Hall Staff receive intensive and comprehensive fire and emergency training prior to the start of every fall semester. Topics include a review of the fire prevention policies, weather safety, followed by a hands-on fire extinguisher demonstration, and an emergency evacuation exercise and educational opportunities.

Fire safety training programs are also provided to other student, staff, and faculty groups on campus by request. Environmental Health & Safety actively seeks out opportunities to reach out to the community and partner with Wilmington Fire Department during these programs. This program typically consists of a community building event, a review of fire prevention and evacuation procedures followed by a hands-on fire extinguisher demonstration. Bulletin Board kits are provided to Resident Advisors as a tool to educate their residents. Fire Safety Information is distributed to students and parents via the monthly Housing & Residence Life newsletter Roomers available at the following link:

<http://www.uncw.edu/stuaff/housing/students/roomers.html>

## **UNCW FIRE SAFETY POLICIES AND RULES**

Several fire prevention policies and procedures have been developed and implemented in effort to complement other aspects of the fire safety program at UNCW.

While educational programs and information are located both in Environmental Health & Safety and Housing & Residence Life, fire safety regulations inside the residence halls are located almost exclusively within the Housing and Residence Life website and publications. Below are links to the various sites:

Code of Student Life <http://www.uncw.edu/stuaff/odos/documents/cosl-current.pdf>

Offenses	Page 13
Behavior	Page 50
Fire Laws	Page 113

Guide for On Campus Living <http://www.uncw.edu/stuaff/housing/documents/GFOCL.pdf>

Fire Safety	Page 47
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Other Websites (Housing and Residence Life and Environmental Health & Safety)

<http://uncw.edu/ba/safety/residencehall.html>

Below is a summary of rules and regulations:

## **SMOKING**

The buildings on the University of North Carolina Wilmington are smoke-free; this applies to all academic, student support and residential buildings. This means that smoking is not permitted in buildings at any time. Further, there is a 25 ft. no smoking zone at all residence hall entrances. Violators of the smoke-free guidelines will be held accountable for their actions in the student conduct system. Students found in violation of this policy will be fined at least \$25.00 for their first instance and at least \$50.00 for each subsequent violation. Smoking is allowed outside, however butts should be extinguished properly in receptacles and not near combustible landscaping materials.

## **DECORATIONS**

Decorating your room is a way to express your personality and individuality. There are however, certain restrictions that apply that protect everyone:

- Use of extension cords are only allowed if only one item is plugged into them. If they are used, they must be UL-approved and be of an adequate wire gauge for the intended use.
- Frayed or broken cords should not be used.
- Electrical cords, telephone or data wires (light strings or extension cords) should not be routed through doorways or across walkways. This creates a trip hazard in the fire exit pathway.
- Do not plug cords and lights into an overloaded circuit. Multi-plug adapters are prohibited in university buildings. Use power strips with a fuse or integral circuit breaker are required.
- Candles, incense, oil lamps, tiki torches, etc. are not permitted in any on-campus residence or the areas surrounding the residence halls. These items produce an open flame or hotspot that produces smoke.
- Walls of any Residence Life area may not be covered by cardboard and no wall may have more than 50% of its total area covered by any material including paper, fabric, metal, etc.
- Halogen lamps are not allowed in the residence halls. Halogen lamps burn up to 10 times hotter than an ordinary light bulb, causing a potential fire hazard.

- Cords, or other decorations should not be hung from, attached to, or obscure fire and life safety systems such as smoke detectors, sprinklers, pull stations and exit signs.
- Live Christmas trees are not permitted in student rooms.

## **APPLIANCES**

Portable electric appliances are allowed in residence halls with the following exceptions:

- Halogen lamps; the temperature reached by the bulbs constitute a fire hazard and a potential source of burns.
- George Foreman grills
- Deep fryers
- Electric skillets
- Oil popcorn poppers
- Toasters, toaster ovens, or any other electrical appliance with open coils or flames
- Space Heaters
- Homemade extension cords or electrical appliances are prohibited.
- Candles (including decorative candles with or without wicks, incense, oil lamps or other devices capable of open flame are prohibited.
- Ceiling fans or track lighting that is not university installed.
- As a general rule, microwaves are the only cooking appliances allowed in student rooms

## **OTHER FIRE SAFETY RULES**

- Storage of hazardous materials is prohibited. This includes, but is not limited to, gasoline, kerosene, lighter fluid, propane, oxygen; chemicals and gas grills.
- Residents in the University Apartments and the University Suites should store nothing, including bicycles, under any stairwell.
- Grills, smokers, charcoal, lighter fluid, and gas tanks, etc. cannot be stored in any residential area on university-owned property. Grills may be used at least 15 feet from all buildings and combustible materials. Use the public grilling units provided is encouraged.

## **PLANNED IMPROVEMENTS**

As with all programs, there is always room for improvement. Environmental Health & Safety has identified the following areas of improvement over the next 12-24 months.

- Continued efforts to increase the number of students that attend fire safety programming
- Reduction in the number of nuisance fire alarms due to cooking by the distribution of brochures relating to cooking fire safety as well as “cooking safely” programs and videos conducted cooperatively between UNCW EH&S and Wilmington Fire Department

## 2010 FIRE LOG

A log is maintained by Environmental Health & Safety and is updated continuously throughout the year. To review the 2011 log, contact Environmental Health & Safety. The log for 2010 is attached on the following page. Note that not all nuisance fire alarms are included in this log only those where death, injury or property damage occurred. Additionally, this log includes only residential facilities on campus.

Only one event was reported this year on the last day of the reporting cycle. This fire was due to a malfunctioning electrical motor that caught fire on the fifth floor of Galloway Hall. The fire was extinguished by a University Police Department Officer prior to the arrival of the Wilmington Fire Department.

**UNCW Fire Statistics  
Student Housing 2010 - 2011**

<b>Date</b>	<b>Time</b>	<b>Room</b>	<b>Fire Dept. Response</b>	<b>Building Name</b>	<b>Street Address</b>	<b>Dollars Lost</b>	<b>Reported by</b>	<b>Type Fire</b>
7/31/11		3 <sup>rd</sup> Floor	Yes	Galloway Hall	5009 Riegel Road	\$900.00	Fire Alarm	Electric Motor

## About UNCW Environmental Health & Safety

In addition to fire safety, the UNCW Environmental Health & Safety Department is the department responsible for a variety of safety and related programs throughout the UNCW community. Our responsibilities include Workplace Safety, Fire Safety, Emergency Management, Laboratory Safety, Health and Sanitation, Insurance, Environmental and Safety Compliance.

UNCW EH&S has engaged in an innovative series of short videos that helps to educate students on a variety of safety issues. The fire safety video includes information on prohibited items, evacuation procedures, fire alarm activation and fire extinguisher usage.

Following is a link to these videos: <http://uncw.edu/ba/safety/index.html>

Additionally, UNCW and the Wilmington Fire Department entered into a Memorandum of Understanding where we formally agreed to commit our combined resources to efforts in fire safety education and training as well as planning and response activities. This allows us to be more efficient and effective in our efforts and reach larger audiences. Through such an exemplary relationship between our agencies, UNCW students, faculty and staff are afforded a greater degree of protection. A copy of the Memorandum of Understanding is attached to this report.

We are granted authority by the Chancellor as outlined in the following policy:

[http://www.uncw.edu/policies/documents/05\\_600\\_EHandSPolicy\\_5Feb2010.pdf](http://www.uncw.edu/policies/documents/05_600_EHandSPolicy_5Feb2010.pdf)

We have a highly educated, well trained and experienced staff of nine full time employees and five part-time employees who are mostly students help to make UNCW a safe place to live and work.

Our mission is:

To lead the university to a safe, healthy, sustainable and disaster resilient culture by providing educational, technical and operational services to support the UNCW community. We provide the university with information necessary to address regulatory compliance and actual losses associated with environmental, health and safety issues.

We hope that you have found this report informative and if you have questions or if we may assist you in any way, please contact us.



**MEMORANDUM OF UNDERSTANDING  
BETWEEN THE CITY OF WILMINGTON  
AND  
THE UNIVERSITY OF NORTH CAROLINA AT WILMINGTON  
RELATING TO FIRE SAFETY, PREVENTION, TRAINING, DRILLS AND PLANNING**

This Memorandum of Understanding entered this 23<sup>rd</sup> day of December 2010, by and between the City of Wilmington, hereinafter referred to as "City," and the University of North Carolina at Wilmington, a constituent institution of the University of North Carolina and an agency of the State of North Carolina, hereinafter referred to as "UNCW."

**WHEREAS**, there is a close working relationship between the City and UNCW with respect to the protection of life, property and the environment, which both parties desire to maintain and seek to foster an even stronger relationship which will serve as a model for other municipalities and public universities;

**WHEREAS**, by entering into this Understanding, the parties indicate their willingness to encourage further cooperation and contact in the area of fire safety, prevention, training, drills and planning between the UNCW Environmental Health & Safety Department ("EH&S") and the Wilmington Fire Department's Fire and Life Safety Division ("WFD");

**WHEREAS**, UNCW and the City recognize various departments within UNCW and the City have routine interactions and relationships outside the terms of this Understanding and will continue to have them; and

**NOW, THEREFORE**, in consideration of their mutual interests, the City and UNCW agree as follows:

- I. Both parties agree to:
  - A. Meet regularly to discuss the effectiveness of this Understanding and identify areas where the parties can further cooperate in the areas of fire and life safety.
  - B. Seek grant and other funding opportunities that further both parties' missions and promote the sharing and conservation of city and state resources for fire and life safety.
  - C. Recognizing that the more often the parties plan and drill together, the more effective the parties' response will be to actual emergencies, the parties will attempt to work together on a proactive basis in emergency planning, exercises and drills.
  - D. Where a mutual interest of both parties is expressed, seek out opportunities to conduct cooperative fire and life safety education, both on the UNCW campus and in the Wilmington

community. By way of example, this cooperation could include the cooperative development of materials, the sharing of training aids as well as innovatively and cooperatively presenting this information to the community.

- E. Appreciate the uniqueness of the WFD's relationship to UNCW in that WFD provides the response to fire and certain other emergency situations at all UNCW property within the City and are the Authority Having Jurisdiction ("AHJ") for property owned by UNCW 's affiliated entities, but that the North Carolina Department of Insurance("NCDOI") is the AHJ over fire and life safety for all state- owned real property.

II. UNCW agrees to:

- A. Inform WFD and provide an opportunity for courtesy review of plans for UNCW new construction and significant renovation of buildings, roadways access points.
- B. When feasible, allow WFD the opportunity for courtesy inspections of State of North Carolina properties, recognizing that the NCDOI is the AHJ over fire and life safety for these properties.
- C. Provide WFD access to hazardous materials inventories in preferred formats.
- D. Allow WFD access to UNCW property for pre-event planning provided the access does not interfere with business operations.
- E. Notify WFD of system impairments such as sprinkler system shut down or fire alarm system shut down other than those where the duration is less than two (2) hours for maintenance and testing purposes.

III. City agrees to:

- A. Inform UNCW EH&S on plans review for non-state owned buildings in which UNCW operations are conducted such as privatized housing and leased properties.
- B. Involve UNCW EH&S on inspections and provide copies of inspection findings for non state-owned properties in which UNCW operates. These inspections include acceptance inspections, routine fire safety inspections, and pre-event planning.
- C. Allow the sharing of radio frequencies/talkgroups for UNCW Police and UNCW EH&S and UNCW emergency management at no cost.
- D. Provide reports of response to UNCW leased or managed facilities and other reporting and trend identification.
- E. Perform fire and arson investigative services when requested by UNCW EH&S and UNCW Police, involving the appropriate department as determined by UNCW for the situation.
- F. Seek out opportunities to involve fire units that respond to the UNCW campus and properties.

Contacts for this Agreement:

(a) City of Wilmington, North Carolina:

Chief of Fire or his/her authorized agent  
Wilmington Fire Department  
801 Market Street  
Wilmington, NC 28401

(b) University of North Carolina Wilmington:

Director of Environmental Health & Safety  
University of North Carolina at Wilmington  
601 S. College Rd.  
Wilmington, NC 28403-5974

IV. Terms:

- A. This Understanding shall be effective at 12:00 a.m. on January 10, 2011 and shall continue for a period of five years, until 11:59 p.m. on December 31, 2016.
- B. Either party may terminate this Understanding for any reason upon 60 days advance written notice to the other party.
- C. This Understanding may be amended only in writing and signed by the parties' authorized representatives.
- D. It is agreed that UNCW, its officers, employees and agents have no employment relationship, joint venture nor partnership with the City. At all times while operating under the provisions of this Understanding, UNCW employees shall remain university employees under the direct supervision and control of the University. Likewise, City employees shall remain City employees under its direct supervision and control.
- E. Both parties acknowledge that this Understanding does not commit the parties to any financial arrangements or obligations.
- F. Neither party shall identify the other in any promotional advertising or other promotional materials to be disseminated to the public or to use the name of either party's trademark, service mark, symbol, nickname or logo of either party, without the prior written consent of the other party's authorized representative, except to identify the existence of the Understanding and the nature of the relationship.
- G. This Understanding does not supersede or replace any other Understanding that may be in place between the parties and intended for other purposes.

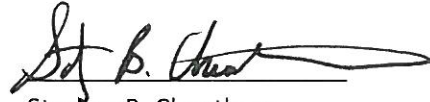
IN WITNESS WHEREOF, the parties have executed this Memorandum of Understanding on the first date written above.

UNIVERSITY OF NORTH CAROLINA  
AT WILMINGTON



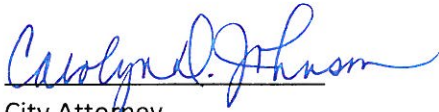
Charles Maimone  
Vice Chancellor for Business Affairs

CITY OF WILMINGTON



Sterling B. Cheatham  
City Manager

Approved as to form



Carolyn D. Johnson  
City Attorney