

## **FIRE!**

Treat every fire alarm as if there is a fire. Evacuate the building within 2 minutes, and assemble in the designated assembly point. Flashover can occur within 2 minutes.

If there is a fire too large to extinguish with a fire extinguisher, or if you have not been trained to extinguish a fire, evacuate immediately, assemble in the pre-designated assembly point. If the direction of the wind has smoke blowing in your direction back away further.

-If you are not able to evacuate, go to a room away from the fire. Close the door and place clothing or any type of material around the door to seal the cracks from smoke. If there is a window, open it and signal to anyone outside that you are trapped. Stay as low as possible. Try to stay calm.

- Alert anyone you see on your way out.
- If the fire alarm is not already sounding activate it by pulling the closest pull station.
- Call 911 once you are out of the building. Provide as much information as possible.
- When Campus Safety arrives alert them that there is a confirmed fire in the building, let them know if there is anyone trapped.
- Do not go back into the building until the fire department or the Campus Safety Officer(s) on scene have given permission.



Fire in residence hall. A scarf was placed over a lamp shade creating enough heat to melt shade and catch scarf on fire.

For further information please contact Campus Safety at 540-887-7000, or visit <https://go.marybaldwin.edu/safety/fire-safety/>

### **CAMPUS SAFETY**

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## **MARY BALDWIN UNIVERSITY**

 **FIRE SAFETY PROGRAM**

**MB**  
**MARY BALDWIN  
UNIVERSITY**

**Tel: 540-887-7000**

## MBU FIRE SAFETY

In community living styles fire safety is very important. It is important to know evacuation routes, what to do in the case of a fire or fire alarm, as well as what you can do to protect yourself and your colleagues from a potential fire.



Photo of trash can fire in residence hall.

This brochure will provide essential information on fire safety at MBU and educate you on how to maintain compliance with your housing agreement and fire code.

## Basics

Each residence hall room is equipped with smoke detection when activated automatically alerts Campus Safety and 911. Evacuation routes are posted in your room and throughout buildings. When the alarm sounds everyone is required to promptly evacuate to the designated assembly area.

## Intro to VA Fire Code

The City of Staunton Fire Marshal conducts routine inspections of the MBU campus to ensure compliance.

## Intro to VA Fire Code, cont'd

Drills– Are required. Treat every alarm as if there were a fire. Evacuate within 2 minutes.

Exits– Must be kept clear at all times, keep path from one side of room, and bed to door.

Storage– No storage within 2 feet of ceiling.

Decorations– Excessive decorations not permitted. Door material limited to 8.5"X22". Nothing may be hung from ceiling. Holiday lights unless powered with batteries are not allowed.

Electrical– UL/Intertek rated surge protectors permitted. May not be plugged one into another. Must be plugged directly to wall. NO extension cords, or cube adapters.

Fire safety equipment– Tampering with any fire safety equipment to include but not limited to smoke detection, pull stations, fire extinguishers, evacuation plans is a criminal offense, as well as punishable by MBU disciplinary action.

## Housing Agreement & Fire Safety

### Permitted Kitchen Appliances

Coffee pots/makers

Crock pots

Blenders

Rented Micro-Fridge

Rice cookers

Mini-Fridge under 4.3 cu.ft.

## Housing Agreement & Fire Safety cont'd

Flame Producing Items– No flame producing items (to include candles) are permitted in residence halls. Lighters permitted provided they are not used inside.

Clearances– All items must be kept 4 inches away from heating units.

Health & Safety Inspections– Campus Safety and Residence Life personnel conduct Health and Safety Inspections of residence hall rooms to ensure compliance of housing agreement and fire code. Review and understand your agreement.

## Cooking

Do not leave unattended, even a microwave!

Use low heat when possible.

If a fire starts on stove cover with a lid and activate fire alarm. If inside a microwave do not open. Unplug microwave, and activate fire alarm.



Microwave fire due to improper use

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