

The items in this guide have been condensed from the fire prevention laws that apply to dormitory occupancies, which include fraternities and sororities. These are not all of the fire prevention requirements, but address the most common deficiencies found during inspections nationwide. Information regarding testing and maintenance of fire protection equipment and systems is provided as an additional resource.

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A. Exits:

1. There must be at least two exits from every area.
 - Bedrooms must have one accessible window to serve as a secondary emergency exit (except in fully sprinklered facilities)
2. Exits must be accessible without the use of any key, tool or special knowledge (Security can be provided with approved alarm locks).
3. Exits leading to the building exterior must be marked with working illuminated exit signs.
4. Storage, furniture, trash, etc. are not allowed in corridors or stairways.
5. Fire doors to stairways and storage rooms must close and latch automatically.
6. Fire doors may not be blocked open (Fire doors can stay open if they are on approved magnetic door holders released by the activation of automatic smoke detectors).
7. The walls and ceilings of corridors and stairwells must be solid and not have any holes or other damage.
8. Exits must not be hidden or obstructed by draperies, furniture, decorations, etc.
 - This includes exterior portions of exits.
9. Exit doors must swing in the direction of exit travel.
10. Corridor/Bedroom doors must be solid (20 minute fire rated) with automatic door closers (unless approved smoke detectors are located in the corridors)

B. Fire Alarms:

1. Every building must have a fire alarm system that is working at all times.
 - Fire alarm system trouble signals are an indication that there is a problem with the system or that a sprinkler valve may be closed. A trouble signal is a constant high pitched noise or intermittent beep which will be heard at the fire alarm annunciator panel (near the front door) and/or the fire alarm control panel (in a mechanical area).
 - Report trouble signals to the Facilities Work Order Desk at 256-824-6490 and after hours to the UAH Police Department Dispatcher at 256-824-6596.
 - A fire watch is required in any facility where the fire alarm system is not operational.
 - A fire watch is not required in University owned facilities which are fully sprinklered if the sprinkler system is operational.
2. Each bell or horn, manual pull station, smoke detector, heat detector, flow switch or any other fire alarm device must be in working order.
3. The manual pull stations, smoke detectors and bells or horns must not be obstructed or painted.
4. When it is sounding, the fire alarm must be heard in every area of the building.
5. Fire alarm systems must be tested in accordance with the NFPA. Testing and maintenance records must be maintained.
 - Renovated facilities and non-renovated facilities utilizing Facilities Maintenance (FM) - fire alarm systems will be tested and records will be maintained by FM.

6. Smoke detectors are wired to the building electrical system and are required in each sleeping room. These smoke detectors activate the building fire alarm system.

C. Sprinkler Systems (Where Installed):

1. Sprinkler systems must be operational at all times that the facility is occupied.
 - A trouble signal on the fire alarm system may indicate that a sprinkler valve is closed.
2. Sprinklers must not be obstructed or painted or damaged.
3. Report damaged sprinklers to the Facilities Work Order Desk.
4. Sprinkler systems, where installed, must be tested in accordance with the NFPA. Testing and maintenance records must be maintained.
 - Renovated facilities and non-renovated facilities utilizing Facilities Maintenance (FM) - sprinkler systems will be tested and records will be maintained by FM.
 - Rooms containing the sprinkler inspection valve must not be obstructed.

D. Interior Finish (Walls, Ceilings, Floors):

1. The interior finish of corridors, stairways, foyers, lobbies and other exits must be rated class A for fire spread.
2. The interior finish of all other areas must be class A, B, or C.
3. The use of flammable decorations is prohibited.
4. See section N. Renovations/Alterations for approval information.

E. Electrical:

1. Electrical appliances and cords must be in good condition.
2. Extension cords are for temporary use only.
 - One cord of equal or larger diameter for one appliance.
 - Extension cords may not be used in place of fixed building wiring.
3. Electrical outlets must not be overloaded.
 - Only UL or FM approved multiple outlet power strips with built-in breakers or fuses are acceptable.
4. Electrical cords must not be run under rugs or through doors.
5. Electrical panels require a clearance area of three feet; nothing stored within three feet.

F. Emergency Lighting:

1. All corridors, stairwells and common areas must have adequate emergency lighting powered by batteries or an emergency generator or emergency power supply.
2. Emergency lighting must be capable of providing illumination for a period of 1 1/2 hours.
3. Emergency lighting must be tested in accordance with the NFPA. Testing and maintenance records must be maintained.
 - Renovated facilities and non-renovated facilities utilizing FM - Emergency lighting will be tested and records will be maintained by FM.

G. Kitchen Fire Suppression Systems:

1. Kitchen fire suppression systems are required to protect the kitchen exhaust hood and deep fryers, griddles, stove tops and broilers.
 - Kitchen fire suppression systems must be serviced every 6 months by a qualified contractor.
 - Required tags on the system, located at the chemical agent tanks and the manual activation station, indicate the last date that service was performed.

H. Fire Extinguishers:

1. A fire extinguisher is required within 75 feet of every area. A fire extinguisher is also required in the kitchen and mechanical rooms.
 - Fire extinguishers are not required in University owned renovated facilities except in the kitchen and mechanical rooms.
2. Fire extinguishers must be serviced annually (or if they have been used) by qualified service contractors. A tag or sticker on the extinguisher indicates the last date service was performed.
 - FM maintains fire extinguishers in the kitchens and mechanical rooms of University owned renovated facilities.
 - Fire extinguishers must be visually inspected monthly to insure it is appropriately charged and the inspection tag initialed to indicate this.
3. Multi-purpose type "ABC" fire extinguishers are recommended in public areas and mechanical rooms. Type "BC" dry chemical (sodium bicarbonate or potassium bicarbonate) fire extinguishers are recommended in kitchens.

I. Storage and Housekeeping:

1. Storage must be maintained in an orderly manner in approved storage rooms. Approved storage rooms are separated from the rest of the building by 1.0 hour fire rated construction and/or automatic sprinklers.
2. Indoor storage of flammable materials is prohibited. Flammable or combustible liquids such as oil-based paint and paint thinner and flammable gases must be maintained in exterior detached storage buildings. Gasoline and gasoline powered equipment such as lawnmowers, mopeds and motorcycles are prohibited from the buildings.
3. Storage must not be located within 18 inches below sprinklers.
4. Accumulation of combustible debris inside or outside is prohibited.
5. Electrical panels must have a clearance radius of three feet.

K. Fire Drills:

1. Fire drills are conducted once each year by Housing in campus residential facilities. The fire drills are unannounced and are for the purpose of occupant familiarization with exit

routes and proper fire department notification procedures. UAH has a total evacuation policy.

L. Fire Lanes:

1. Areas which are posted by signs or red painted curbs are fire lanes. Vehicles parked in these areas block fire department equipment from reaching the facility and are subject to ticketing/towing by the University Police Department.

M. Renovations / Alterations:

1. Any renovation or alterations to the facilities requires prior review and approval for compliance with fire and life safety codes.
 - All University owned facilities must follow established procedures for renovations or alterations. Contact a staff member from the Dean of Students Office (824-6700) or Housing and Residence Life (824-6108) for additional information.

N. Where to Call for Information

- On-campus fire protection system maintenance and scheduling of testing, fire safety related maintenance issues, scheduling of inspections
Facilities Maintenance (256) 824-6490
- On-campus fire safety related technical questions and consultation.
Office of Environmental Health & Safety, (256) 824-2352