

ANNUAL FIRE SAFETY REPORT

Reporting Year 2014



AMERICAN UNIVERSITY
WASHINGTON, DC

Risk Management and Environmental Health and Safety
4400 Massachusetts Avenue NW
Washington, DC 20016

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Overview of HEOA Fire Safety Requirements

American University is required to comply with the Higher Education Opportunity Act (HEOA) provisions regarding fire safety. The HEOA of 2008 (Pub. L. 110-315), signed into law on August 14, 2008, amends the Higher Education Act of 1965. The act is codified within 20 USC § 1092(i) and published as 34 CFR 668.49, Institutional Fire Safety Policies and Fire Statistics.

For more information about the act, please see gpo.gov/fdsys/pkg/PLAW-110publ315/pdf/PLAW-110publ315.pdf.

In accordance with HEOA fire safety provisions, this report provides the fire safety provisions and fire statistics for the calendar years 2012 – 2014.

The HEOA is enforced by the United States Department of Education; institutions that fail to comply with the act are subject to fines of up to \$35,000 per violation (34 CFR § 668.84).

The act has three fire safety policy and fire statistics requirements, which mandate the following for Title IV institutions:

- maintain a fire log
- report fire statistics to the secretary of education
- publish an annual fire safety report

All three provisions pertain only to fire statistics, record keeping, and fire safety procedures for residence halls owned by the institution and located on any of the institution's campuses. The fire log must include the date the fire was reported and the date, time, general location, and nature of all fires in university-owned or -controlled residential buildings on campus. All fire data must be recorded in the log within two business days of the fire's occurrence. AU's HEOA-compliant fire log is maintained by AU's office of Public Safety. A paper copy of the log is available, upon request, at the Public Safety Building as well as online at american.edu/finance/publicsafety.

The HEOA directives effective at the time of this report's publication apply only to residence halls owned or operated by the university and located on one of AU's campuses. University-owned residence halls and all other campus buildings are also subject to building fire safety code as promulgated by the District of Columbia Fire and Emergency Management Services.

AU's Annual Fire Safety Report is produced by AU's Risk Management and Environmental Health and Safety (RMEHS) office in conjunction with Public Safety.

Notice, Availability and location of the Annual Fire Safety Report

RMEHS publishes the Annual Fire Safety Report by October 1 of each year. The HEOA requires that all enrolled students and current employees receive either the Annual Fire Safety Report in its entirety or receive notice of the report's availability and location. This information is conveyed in advance of the report's publication to all enrolled students and current employees via email. A paper copy of this report can be obtained by calling 202-885-2537. The report is also available for download on the RMEHS website, american.edu/finance/rmehs/FireSafety.cfm.

American University must also comply with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act). In accordance with the Clery Act, each year AU prepares the Annual Security Report. This report contains statistics for the previous three years concerning reported crimes that occurred on campus; in certain off-campus buildings; on property owned or controlled by American University; and on public property

within, or immediately adjacent to and accessible from, the campus. This report also contains institutional policies regarding campus security, such as sexual assault and other matters. You may access the report at american.edu/finance/publicsafety/asr.cfm. A paper copy is also available upon request by calling Public Safety at 202-885-2537. Additionally, the report provides details about safety programs and resources provided to the AU community.

Residence Hall Fire Safety Systems

In calendar year 2014, American University owned and operated 10 residence halls on main campus. Tenley Campus was closed for renovation in 2013. All residence halls link to the automated smoke detection and fire alarm system. Upon activation, the automated system communicates to Public Safety through a monitor that indicates the building, specific area in the building, and specific device that has been activated. The automated system monitors the residence halls for fire and smoke 24 hours per day, 365 days per year. Each hall is equipped with a full sprinkler system. Each resident room is equipped with a centrally located smoke detector. Smoke detectors are battery operated, with preventative maintenance scheduled semiannually. Kitchen areas in the residence halls are equipped with heat detectors. Table 1 presents the fire safety systems for each residence hall.

Building-wide fire alarm systems consist of smoke detectors, pull stations, bells, and strobes. Activation of a building-wide system produces both audible and visual signals to indicate fire alarms. Individual smoke detectors in the residence rooms produce audible signals localized to the room. Rooms designated for disabled students also connect to the building-wide fire safety system and have individual smoke detectors.

All building fire alarm systems are tested annually. All sprinkler systems are tested quarterly, in addition to an annual inspection performed by AU's Facilities Management.

Table 1. Residence Hall Fire Safety Systems

Residential Facility*	Building-Wide Smoke Detection	Building-Wide Fire Alarm Monitoring System	Full Sprinkler System	Resident Room Smoke Detectors	Fire Extinguishers
Anderson Hall	Yes	Yes	Yes	Yes	Yes
Capital Hall (closed 2013)	Yes	Yes	Yes	Yes	Yes
Cassell Hall	Yes	Yes	Yes	Yes	Yes
Centennial Hall	Yes	Yes	Yes	Yes	Yes
Clark Hall	Yes	Yes	Yes	Yes	Yes
Congressional Hall (closed 2013)	Yes	Yes	Yes	Yes	Yes
Federal Hall (closed 2013)	Yes	Yes	Yes	Yes	Yes
Hughes Hall	Yes	Yes	Yes	Yes	Yes
Leonard Hall	Yes	Yes	Yes	Yes	Yes
Letts Hall	Yes	Yes	Yes	Yes	Yes
McDowell Hall	Yes	Yes	Yes	Yes	Yes
Nebraska Hall	Yes	Yes	Yes	Yes	Yes
Roper Hall	Yes	Yes	Yes	Yes	Yes

*Residence hall addresses are listed on page 13.

Mandatory, Supervised Fire Drills

Mandatory, supervised fire drills are conducted at least one time during both the spring and fall semesters for all residence halls. The 2014 drill schedule for the residence halls is presented in tables 2 and 3. The fire drill tests the fire alarm and safety systems at all levels, including alarm transmission, Public Safety response, and residence hall evacuation. Upon activation of the fire alarm, students are expected to evacuate and gather at a predetermined location. Staff members from Housing and Dining Programs conduct a review of fire safety for the student body, while Public Safety or Facilities Management personnel conduct a sweep of the hall.

The Public Safety officer conducting the drill records the details of each fire drill in a Residence Hall Fire Drill Assessment Report. Assessment reports are archived in the RMEHS office at 3201 New Mexico Avenue NW, Suite 330, Washington, DC 20016.

Table 2. Spring 2014 Fire Drills

Residential Facility*	Date	Total Time (Minutes)	Participants
Anderson Hall	1/30/14	25	250
Capital Hall (Vacated May 2013)	NA (closed May 2013)	NA (closed May 2013)	NA (closed May 2013)
Cassell Hall	2/18/14	17	110
Centennial Hall	1/30/14	25	150
Clark Hall	1/30/14	20	15
Congressional Hall (Vacated May 2013)	NA (closed May 2013)	NA (closed May 2013)	NA (closed May 2013)
Federal Hall (Vacated May 2013)	NA (closed May 2013)	NA (closed May 2013)	NA (closed May 2013)
Hughes Hall	2/4/14	15	150
Leonard Hall	2/11/14	21	86
Letts Hall	1/30/14	39	250
McDowell Hall	2/11/14	20	35
Nebraska Hall	2/18/14	12	70
Roper Hall	1/30/14	17	15

Table 3. Fall 2014 Fire Drills

Residential Facility*	Date	Total Time (Minutes)	Participants
Anderson Hall	9/16/14	30	Over 500
Capital Hall (Vacated May 2013)	NA (closed May 2013)	NA (closed May 2013)	NA (closed May 2013)
Cassell Hall	9/3/14	18	75
Centennial Hall	9/16/14	30	Over 150
Clark Hall	9/16/14	9	10
Congressional Hall (Vacated May 2013)	NA (closed May 2013)	NA (closed May 2013)	NA (closed May 2013)
Federal Hall (Vacated May 2013)	NA (closed May 2013)	NA (closed May 2013)	NA (closed May 2013)
Hughes Hall	9/22/14	15	100
Leonard Hall	9/22/14	16	Over 130
Letts Hall	9/16/14	30	Over 500
McDowell Hall	9/22/14	17	120
Nebraska Hall	9/14/14	19	101
Roper Hall	9/16/14	10	10

*Residence hall addresses are listed on page 13.

Residence Hall Policies on Fire Prevention

Fire Safety Prohibitions

Student responsibilities and prohibitions related to fire safety and prevention are detailed in the student guide, published annually by American University's Office of Campus Life. To obtain a copy of the guide, please visit american.edu/ocl/studentguide.

American University students are prohibited from

- setting any fire within buildings or areas contiguous to the buildings
- tampering with fire equipment
- activating any fire alarm system under false pretenses or making fraudulent fire or emergency reports
- disconnecting or tampering with any smoke detection device
- running electrical wires beneath any rug or carpet
- smoking on all property owned, leased, or otherwise controlled or operated by the university, including, without limitation, vehicles, buildings, grounds, parking lots, garages, and other structures (see american.edu/initiatives/tobaccofree/tobacco-Free-AU.cfm)

Electronic Appliances, Smoking and Open Flames

AU students are expressly prohibited from having the following items in residence hall rooms, on carpeted areas, in hallways, or in other undesignated areas:

- halogen lamps
- appliances (coffeemakers, popcorn poppers, microwave ovens, hot plates, or other electric water-heating devices)
- refrigerators drawing greater than a 7-amp current
- any cooking device with an open flame or any open-flame devices, including candles, incense, and open burners

The combined wattage from all electrical devices in a resident's room must not exceed 850 watts.

Procedures for Student Housing Evacuation (in case of a fire alarm)

Fire evacuation procedures are available to the campus community on the Emergency Preparedness website: american.edu/emergency/upload/Evacuation-Procedures.pdf.

All students, employees, and faculty are required to evacuate all university buildings immediately upon the sounding of a fire alarm. Once safely outside a building, they may call 911 and Public Safety. If circumstances warrant relocation, students and employees are informed of where to go at the time of the alarm. Students, employees, and faculty are further restricted from entering a building during or following a fire alarm until receiving permission from a Housing and Dining Programs or Public Safety staff member.

During fire drills, residence halls are swept by Public Safety staff or Housing and Dining Programs staff to assist disabled students, verify evacuation, and inspect for fire safety violations. In the event of an actual fire, residence halls would be swept for complete evacuation and assistance to disabled students by the District of Columbia Fire and Emergency Management.

Students with disabilities are oriented to all procedures related to their safety in all university buildings, including residence halls and academic buildings, during an intake meeting with an academic counselor in the Academic Support and Access Center (ASAC). Students participate in a required intake meeting when they request reasonable accommodations. Information about the ASAC can be found at american.edu/asac.

To ensure that students with disabilities receive information about safety related to specific disability concerns, a staff member from ASAC discusses it with them during the intake meeting.

ASAC creates and updates an emergency evacuation list that includes the names of students with disabilities, their residence halls and room locations, and their types of disability. This list is provided to Public Safety and Housing and Dining Programs and is kept at the front desk in each residence hall for American University personnel to access in an emergency.

The office of University Safety Programs completed an initiative to place "Areas of Rescue Assistance" signs in highly trafficked areas of all university buildings to ensure that students, faculty, staff, and visitors with mobility impairments can be quickly located and evacuated from the building in the event of an emergency.

The residence halls are scheduled for semiannual fire evacuation drills in the spring and fall semesters. Evacuation drills are coordinated by Public Safety and Housing and Dining Programs.

Policies on Fire Safety Education and Training for Students and Employees

Fire evacuation protocol and procedures training for residence hall directors and assistants is provided by the senior staff of Housing and Dining Programs. Residence hall directors and assistants are also trained in evacuation procedures. In each housing facility this training provides instruction on procedures to be followed in case of a fire, and distribute information on the college's fire safety policies. Following fire drills, students are also advised on these procedures by Housing and Dining Program staff. Introduction to the fire systems in each housing facility can be provided by Facilities Management.

If a fire occurs, students are instructed to leave hazardous areas per the posted evacuation routes and to proceed to the predetermined muster location before calling 202-885-3636 for help. They are to remain in that location so that Housing and Dining Programs staff can document that they have left the building. Resident assistants are instructed to pull the fire alarm while exiting the building if able to do so without risking their safety.

No training is provided to students or employees in fire-fighting suppression activity, as this is inherently dangerous. Each community member's only duty is to exit safely and quickly, shutting doors along their exit path to contain the spread of flames and smoke and activating the fire alarm. At no time should the closing of the doors or the activation of the alarm delay exit from the building.

Contact Number for Reporting Fires

American University faculty, staff and students are instructed to notify Public Safety at 202-885-3636 of all emergency situations, including fire. The responding university police office will determine if additional resources should be called in. The Public Safety office is manned and university police officers support campus safety activities 24 hours per day, 365 days per year.

Per federal law, American University is required to annually disclose statistical data on all fires that occur in on-campus student housing facilities. **To report fires in on-campus housing that have already been extinguished, or if you are unsure whether Public Safety has been notified please call 202-885-3636.**

American University Residence Hall Fire Statistics for Reporting Year 2014

Residential Facility*	Total Fires in Buildin	Fire Number	Date	Location Detail	Received Via	Cause of Fire	Value of Property Damage Caused by Fire	Number of Injuries That Required Treatment at a Medical Facility	Number of Deaths Related to a Fire
Anderson Hall	2	1	7/14/14	4 th Floor Lounge	Telephone	Intentional-attempted arson (stove)	\$0	0	0
		2	4/8/14	2 nd Floor Lobby	Telephone	Intentional-arson (paper)	\$0	0	0
Capital Hall	No fire incidents reported in 2014 (Closed in 2013 for construction)								
Cassell Hall	4	1	2/17/14	2/17/2014	System Alert	Unintentional-food preparation	\$0	0	0
		2	5/9/14	5/9/2014	System Alert	Unintentional-food preparation	\$0	0	0
		3	8/14/14	8/14/2014	System Alert	Unintentional-food preparation	\$0	1	0
		4	9/25/14	9/25/2014	System Alert	Unintentional-food preparation	\$0	0	0
Centennial Hall	1	1	9/9/14	3rd-floor kitchen	System alert	Unintentional-food preparation	\$0	0	0
Clark Hall	No fire incidents reported in 2014								
Congressional Hall	No fire incidents reported in 2014 (Closed in 2013 for construction)								
Federal Hall	No fire incidents reported in 2014 (Closed in 2013 for construction)								
Hughes Hall	No fire incidents reported in 2014								
Leonard Hall	3	1	1/28/14	4 th Floor Kitchen	System alert	Unintentional-food preparation	\$0	0	0
		2	10/8/14	8 th Floor Bathroom	Email Notice	Unknown Cause (paper)	\$0	0	0
		3	12/13/14	6th Floor Elevator Lobby	Telephone	Intentional-Arson (paper on bulletin board)	\$0	0	0
Letts Hall	2	1	7/13/14	6th-floor lounge	Telephone	Intentional-Arson (plastic bottle)	\$0	0	0
		2	9/19/14	4th-floor kitchen	System Alert	Unintentional-food preparation	\$0	0	0
McDowell Hall	No fire incidents reported in 2014								
Nebraska Hall	No fire incidents reported in 2014								
Roper Hall	1	1	10/14/14	Lobbykitchen area	System alert	Unintentional-food preparation	\$0	0	0

American University Residence Hall Fire Statistics for Reporting Year 2013

Residential Facility*	Total Fires in Building	Fire Number	Date	Location Detail	Received Via	Cause of Fire	Value of Property Damage Caused by Fire	Number of Injuries That Required Treatment at a Medical Facility	Number of Deaths Related to a Fire
Anderson Hall	2	1	8/7/13	Outside: LA quad	Telephone	Intentional-malicious burning: chair	\$0-\$99	0	0
		2	2/20/13	Outside: LA quad	Telephone	Intentional-malicious burning: toy	\$0-\$99	0	0
Capital Hall	1	1	3/31/13	1st-floor bathroom	Telephone	Intentional-malicious burning: bathroom fixtures	\$2,000	0	0
Cassell Hall	1	1	12/14/13	Residence hall room	Telephone	Unintentional-malfunctioning space heater	\$30	0	0
Centennial Hall	1	1	7/3/13	3rd-floor kitchen	System alert	Unintentional-food preparation	\$0	0	0
Clark Hall	No fire or smoke incidents reported in 2013								
Congressional Hall	No fire or smoke incidents reported in 2013								
Federal Hall	No fire or smoke incidents reported in 2013								
Hughes Hall	3	1	7/14/13	6th-floor kitchen	System alert	Unintentional-food preparation	\$0	0	0
		2	7/13/13	6th-floor Kitchen	System alert	Unintentional-food preparation	\$0	0	0
		3	7/11/13	2nd-floor Kitchen	System alert	Unintentional-food preparation	\$0	0	0
Leonard Hall	1	1	5/2/13	5th-floor kitchen	System alert	Unintentional-food preparation	\$0	0	0
Letts Hall	1	1	4/27/13	4th-floor restroom	Telephone	Intentional-malicious burning: trash can	\$20	0	0
McDowell Hall	1	1	2/16/13	6th-floor hallway	Telephone	Intentional-malicious burning: paper on a bulletin board	\$0	0	0
Nebraska Hall	No fire or smoke incidents reported in 2013								
Roper Hall	3	1	8/19/13	1st-floor kitchen	System alert	Unintentional-food preparation	\$0	0	0
		2	7/28/13	1st-floor kitchen	System alert	Unintentional-food preparation	\$0	0	0
		3	6/05/13	1st-floor kitchen	System alert	Unintentional-food preparation	\$0	0	0

*Residence hall addresses are listed on page 13.

American University Residence Hall Fire Statistics for Reporting Year 2012

Residential Facility*	Total Fires in Building	Fire Number	Date	Location Detail	Received Via	Cause of Fire	Value of Property Damage Caused by Fire	Number of Injuries That Required Treatment at a Medical Facility	Number of Deaths Related to a Fire
Anderson Hall	2	1	4/13/12	3rd-floor hallway	Telephone	Unintentional-accidental electrical fire	\$4	0	0
		2	8/13/12	5th-floor hallway	System alert	Unintentional-food preparation	\$0	0	0
Capital Hall	No fire or smoke incidents reported in 2012								
Centennial Hall	No fire or smoke incidents reported in 2012								
Clark Hall	6	1	5/6/12	1st-floor kitchen	System alert	Unintentional-food preparation	\$0	0	0
		2	5/22/12	1st-floor kitchen	System alert	Unintentional-food preparation	\$0	0	0
		3	6/14/12	1st-floor kitchen	System alert	Unintentional-food preparation	\$0	0	0
		4	7/3/12	1st-floor kitchen	System alert	Unintentional-food preparation	\$0	0	0
		5	10/15/12	1st-floor kitchen	System alert	Unintentional-food preparation	\$0	0	0
		6	10/19/12	1st-floor kitchen	System alert	Unintentional-food preparation	\$0	0	0
Congressional Hall	1	1	4/13/12	2nd-floor hallway	Telephone	Intentional-malicious burning	\$0	0	0
Federal Hall	No fire or smoke incidents reported in 2012								
Hughes Hall	No fire or smoke incidents reported in 2012								
Leonard Hall	No fire or smoke incidents reported in 2012								
Letts Hall	4	1	5/2/12	6th-floor lounge	Telephone	Unintentional-food preparation	\$55	0	0
		2	8/25/12	1st-floor lounge	Telephone	Unintentional-food preparation	\$30	0	0
		3	10/29/12	5th-floor lounge	System alert	Unintentional-food preparation	\$0	0	0
		4	11/15/12	5th-floor lounge	System alert	Unintentional-food preparation	\$0	0	0
McDowell Hall	2	1	1/30/12	Elevator 1	Telephone	Intentional-malicious burning	\$300	0	0
		2	4/4/12	5th-floor hallway	Telephone	Intentional-malicious burning	\$5	0	0
Nebraska Hall	No fire or smoke incidents reported in 2012								
Roper Hall	3	1	4/17/12	1st-floor kitchen	System alert	Unintentional-food preparation	\$0	0	0
		2	7/15/12	1st-floor kitchen	System alert	Unintentional-food preparation	\$0	0	0
		3	9/20/12	1st-floor kitchen	System alert	Unintentional-food preparation	\$0	0	0

*Residence hall addresses are listed on page XX

Future Improvements in Fire Safety

In 2015-2016, AU's RMEHS, Public Safety, Housing and Dining Programs, and Facilities Management offices will continue to review fire safety procedures, training, and policies. Changes to current practice will be instituted as deemed necessary to improve the safety of American University's students and employees.

American University strives to provide a safe and fulfilling residence life program on our campuses. RMEHS and Public Safety are committed to promoting fire safety in all American University buildings.

Definitions

Fire	Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner
Fire Drill	A supervised practice of mandatory evacuation of a building for a fire
Fire-Related injury	Any instance in which a person is injured as a result of fire, including an injury sustained from a natural or accidental cause involving fire control, rescue attempts, or escape from the dangers of a fire
Fire-Related Death	Any instance in which a person is killed as a result of fire, including death resulting from a natural or accidental cause involving fire control, rescue attempt, or escape from the dangers of a fire (including any person who dies within one year of injuries sustained as a result of a fire)
Fire-Safety System	Any mechanism or system related to the detection of a fire, the warning resulting from a fire, or the control of a fire, including the following: <ul style="list-style-type: none">• sprinkler or other fire-extinguishing system• fire-detection devices• stand-alone smoke alarms• devices that alert students, faculty, or staff to the presence of a fire, such as horns, bells, or strobe lights• smoke control and reduction mechanisms• fire doors and walls that reduce the spread of fire
Person	Students, faculty, staff, visitors, firefighters, or any other individuals
Title IV Institution	A postsecondary educational institution that has entered into a formal agreement with the secretary of education, allowing the institution to participate in Title IV federal student aid programs
Value of Property Damage	The estimated value of the loss of a structure and its contents, in terms of the cost of replacement in like kind and quantity, including the following: <ul style="list-style-type: none">• contents damaged by fire• related damages caused by smoke, water, and overhaul, not including indirect loss such as business interruption

AU Residence Hall Addresses

Main Campus

4400 Massachusetts Avenue NW, Washington, Dc 20016

Anderson Hall

Cassell Hall

Centennial Hall

Clark Hall

Hughes Hall

Leonard Hall

Letts Hall

McDowell Hall

Nebraska Hall

Roper Hall

Tenley Campus*

4300 Nebraska Avenue NW, Washington, DC 20016

Capital Hall

Congressional Hall

Federal Hall

**By May 2013, all residence halls at Tenley Campus were vacated due to construction.*

American University is an equal opportunity, affirmative action institution that operates in compliance with applicable laws and regulations. The university prohibits discrimination and discriminatory harassment (including sexual harassment and sexual violence) against any AU community member on the basis of race, color, national origin, religion, sex (including pregnancy), age, sexual orientation, disability, marital status, personal appearance, gender identity and expression, family responsibilities, political affiliation, source of income, veteran status, an individual's genetic information, or any other bases under federal or local laws (collectively "Protected Bases").

For information, contact the dean of students (dos@american.edu), assistant vice president of human resources (employeerelations@american.edu), or dean of academic affairs (academicaffairs@american.edu); write American University, 4400 Massachusetts Avenue NW, Washington, DC 20016; or call 202-885-1000.

For information regarding the accreditation and licensing of American University, please visit american.edu/academics. UP15-134



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