1. **Fire Drills:**
The Office of Residence Life conducted 13 fire drills, one in each residence hall, during the 2009 calendar year.

2. **Policies:**

**Equipment and electrical appliances.** Use of electrical appliances such as toasters, frying pans, sandwich grills, George Foreman-like indoor-grills, hot plates, waffle irons, or other cooking devices are prohibited in areas other than residence hall kitchens because of fire safety regulations. Small coffee pots are permitted in rooms. Use of octopus plugs, halogen lights, floor lamps with plastic shades, and space heaters not provided by the University are also prohibited. The Office of Residence Life reserves the right to remove any unauthorized or dangerous electrical appliances. Refrigerators are permitted in student rooms, but may not exceed 4.2 cubic feet. Microwave conventional ovens are permitted, but may not exceed 900 watts.

**Flammable materials/explosives.** Explosives, fireworks, gasoline or any other flammable materials that might create a hazard are not permitted in residence halls. Possession or use of such materials is a violation of state law and may result in referral to University Police and/or disciplinary action by the University. Use of such explosives may also result in immediate cancellation of the residence hall contract.

**Smoking.** All of UW-Whitewater's residence halls are smoke free. Smoking is not permitted in any areas of the residence halls, including student rooms and foyers. Smoking is not permitted within 25 feet of any residence hall.

3. **Procedures in case of a fire:**

In the event of a fire, students should immediately pull the nearest fire alarm. When the alarm sounds, all residents should immediately evacuate the building, and move away from the building to allow adequate access from emergency personnel.

It is the student’s responsibility to evacuate the building; staff members will not come to get them. *Failure to do so may result in referral to Student Conduct System and/or a citation by University Police.*

IF A FIRE ALARM SOUNDS AND YOU ARE IN THE BUILDING, PLEASE DO THE FOLLOWING:

- Remain calm.
- Feel door and knob. If cool, open door slowly.
IF YOU CAN EXIT SAFELY:
- Always wear shoes.
- Close and lock your door and window.
- Leave through the nearest exit. If smoke is present, use another exit.
- Stand clear of the building after exiting.
- Do not attempt to reenter the building.
- Do not return to your room until “all clear” is given by appropriate staff.

If door knob is hot or hallway is filled with smoke:
- Seal cracks around door with wet towels, clothing, etc.
- If a phone is available, call the Fire Department (dial 911) to report the fire.
- Open the window and hang an object out the window, such as a sheet or clothing to attract attention.
- Keep your face covered to aid in breathing.
- Students with disabilities or those requiring special assistance should discuss their evacuation plans with their RA or Complex Director. Fire alarm tests are conducted on a periodic basis in each residence hall and students will be notified of the times in advance.

4. Policies Regarding Fire Safety Education:

The safety of every individual in the residence hall is critical to the residence hall staff, and fire is of particular concern. It is important that all students become familiar with the stairwells and exits in the buildings, and practice caution when decorating their room.

Fire Hazards:
Due to the potential fire hazard, students are prohibited from:
- Hanging anything such as fishnets, parachutes, sheets, etc. in rooms
- Decorating with paneling or plywood
- Blocking the doorway with furniture
- Storing wheelchairs in hallways (except in approved areas).

Students are also prohibited from having the following items in their rooms due to potential fire hazard:
- Candles and incense
- Smoke and/or fog machines
- Halogen lights are also prohibited

Intentionally starting a fire/fires resulting in negligence:
If a student intentionally starts a fire, or if a fire results from negligence, students may be held financially responsible for property damage or personal loss, and may be removed from the residence halls.

Smoke detectors:
Smoke detectors are located in each room and should not be tampered with or unplugged. If a smoke detector is not working, an RA should be notified. Tampering with these or other fire
safety equipment, such as fire alarms, fire alarm covers, fire hoses, or fire extinguishers, will be just cause for removal from the residence halls.

Additional policies:
Persons causing false fire alarms, interfering with the proper functioning of the fire alarm system, including pull box covers, or interfering with the lawful efforts of emergency personnel are subject to prosecution under Wisconsin Statutes. In addition, individuals may be removed from the residence halls and/or the University.

Evacuation:
Every student is responsible for immediate evacuation of the building in the event of a fire alarm. Failure to evacuate will result in referral to the Student Conduct System and possible police involvement.

5. List of titles to which students and staff should report a fire:
   - Complex Director
   - Assistant Director of Residence Life
   - Director of Residence Life

6. Description of each on-campus student housing facility fire safety system:

<table>
<thead>
<tr>
<th>UWW Residence Halls</th>
<th>Smoke Detectors Monitored by third party vendor in common areas</th>
<th>Smoke Detectors Monitored by third party vendor in student rooms</th>
<th>Individual smoke detectors not monitored</th>
<th>Sprinkler System</th>
<th>Fire Extinguisher Devices</th>
<th>Evacuation Plan/Placard</th>
<th>Number of evacuation (fire) drills each academic year</th>
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Fire Log for 2009:

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<th>Date</th>
<th>Time</th>
<th>Cause of Fire</th>
<th>Number of Injuries that Required Treatment at a Medical Facility</th>
<th>Number of Deaths Related to a Fire</th>
<th>Value of Property Damage Caused by Fire</th>
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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 a mandatory evacuation of a building for a fire

**Fire-related injury**: Any instance in which a person is injured as a result of a fire, including an injury sustained from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of the fire. The term person may include students, faculty, staff, visitors, firefighters, or any other individuals.
Fire-related death: Any instance in which a person is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of a fire. Dies within 1 year of injuries sustained as a result of the 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: Sprinkler or other fire extinguishing systems; Fire detection devices; Stand-alone smoke alarms; Devices that alert one 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 a fire.

Value of Property Damage: The estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quantity, including: Contents damaged by fire; Related damages caused by smoke, water, and overhaul; Does not include indirect loss, such as business interruption.

A paper copy of the 2009 Annual Fire Safety Report will be made available upon request. Please send requests to:

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