

Fire Safety Report

/FIRE STATISTICS/

AUBG Security office has prepared this report, which includes required information about student housing fire safety systems, fire evacuation drills, fire safety policies, and education and training programs.

ON/OFF-CAMPUS FIRE SAFETY EQUIPMENT

All /AUBG- America for Bulgaria Student Center, the Balkanski Academic Center and Panitza Library, both nested in the same stylish building, as well as the three Residence Halls - Skaptopara 1,2 and 3 /residence halls are equipped with fire alarms/ **sprinkler systems –Student Center /**, fire extinguishers, and fire/smoke detectors.

Fire alarm systems are monitored 24 hours a day, 365 days a year by a certified fire alarm monitoring company. When an alarm is activated on/off campus, the guards immediately contact the Fire Department, Security Office and Fire alarm monitoring company. Guards are immediately dispatched to the activation location. The guards on duty then **calls 112** to request Fire department response as needed.

Tampering with fire safety equipment or setting off a false alarm is illegal. It also makes the alarm system ineffective and endangers the lives of other persons living in the residence halls.

Any person who sets off a false alarm, interferes with the operation of the alarm system, damages or removes any part of the alarm system, fire extinguishers, smoke detectors, or exit signs, or in any other manner interferes with or otherwise hampers the effectiveness of the fire safety system, is subject to severe disciplinary action, including dismissal from the residence halls/buildings, possible suspension or expulsion from the AUBG, and/or criminal prosecution.

If a smoke detector is detached from the wall for any reason, it is the responsibility of the person residing in that room to report it immediately. If not reported, all residents will be held responsible for tampering with fire safety equipment and will be disciplined and/or fined.

Inspection, testing, and maintenance programs for fire sprinkler, fire/smoke detection, and fire alarm systems are performed and recorded on an annual basis in accordance with Bulgarian Fire National Low –Із 2377/15.09.2012, National Fire Alarm Code and with BFNL-6-1 and 9-1.

Training and competency of state certified personnel responsible for the routine inspection, testing and maintenance of fire sprinkler systems, fire/smoke detectors, and alarm systems is handled by the certified contractors hired to perform these inspections. Fire extinguishers are checked each month by Security office and inspected annually by our contractor/ once a year/ in accordance with Bulgarian Fire National Low –Із 2377/15.09.2012, National Fire Alarm Code and with BFNL-6-1 and 9-1 , Standard for Portable Fire Extinguishers.

Newly constructed residential facilities on the campus as well as those that undergo reconstruction, as defined by the building code of Bulgarian laws, have /sprinkler systems/ and complete fire and smoke detection and alarm systems.

SUPERVISED FIRE DRILLS

Unscheduled fire and evacuation drills are conducted in all residence halls and academic buildings during the spring and fall semesters of each AUBG academic year.

The drills are conducted and supervised by the Department of Security, Fire Department and the Department of Residence Life staff. Drills are documented and problems are addressed. Students, staff and faculty must participate in the fire drills, and it is a violation of the AUBG Community Standards not to evacuate during a drill.

Drills were conducted in all residence halls and houses on March and October. 1, 2015/16. Drills were conducted in the academic buildings on March/October. 1–10, 2015/16.

EVACUATION POLICY AND PROCEDURES

The purpose of evacuation drills is to prepare occupants for an actual, organized evacuation in case of fire or other emergency. Occupants of a residence hall and their guests must immediately evacuate the building upon the sounding of a fire alarm, regardless of its nature (drill, false alarm or actual alert), and follow the directions of AUBG officials during the evacuation.

During a drill, occupants practice drill procedures and familiarize themselves with the location of exits and the sound of the fire alarm. In the event of an actual fire, notify a Residence Life staff member or Department of Security personnel immediately. The Department of Security& Safety will call 1 1 2 for Fire Department-Blagoevgrad assistance.

Fire alarm pull-stations alert residents only—they do not notify the Fire Department.

At the sound of the alarm, each resident should immediately leave by the nearest fire exit and proceed directly to their assembly location. When possible, students are encouraged to pick up coats and shoes as they exit the building and to close room windows and doors.

The Residence Life staff (RAs) living in each residence hall or buildings assist with accounting for residents outside the building during the evacuation process. Residents are instructed on the location of the assembly area for their hall by the RAs.

Residents and RAs are not permitted to re-enter the building until the “all clear” is given by an on-scene Fire Department/Security office. Should the situation prohibit a timely re-entry into the affected building, evacuated residents will be temporarily relocated to another campus building.

Evacuation route placards are posted on the corridor of each residence hall/building. Residents should become familiar with multiple evacuation routes out of their building and should leave using the nearest safe exit. Elevators are not to be used during a fire alarm evacuation of any building.

RAs and residents are to assist individuals with disabilities. If someone cannot be evacuated due to an injury or disability, notify the first security guards or RA encountered as you are leaving the building.

Residents are not expected to fight fires and are encouraged not to use fire extinguishers unless designated and trained. Individuals designated and trained by the university in the proper use of extinguishers may use a portable fire extinguisher to fight a small fire where there is little risk of harm from smoke, heat or flames.

Students, faculty and staff are encouraged to immediately report all campus/building fires to the AUBG-Security office.

FIRE SAFETY VIOLATIONS AND PROHIBITIONS

The *AUBG-Security policies*, *AUBG Student Handbook*, Residence Life section, contains information on residence hall policies. The Student Handbook is located on the AUBG web page under Student Life. RAs conduct periodic health and safety inspections of residence hall rooms during each semester. Listed below are fire safety guidelines and prohibitions.

- Hanging any items from or attaching any items to ceilings or other horizontal surfaces above the head is prohibited.
- Hanging any items from or draping any items over electrical outlets, smoke detectors, lamps, or other items with the potential to ignite the item through excessive heat exposure is prohibited.
- Hanging any items from smoke detectors or within 18” of any smoke detectors is prohibited.
- Electrical outlets and extension cords may not be overloaded.
- Only **CE**-approved and rated electrical extension cords may be used on campus. The rating must be visible and legible on the cord. Total combined voltage of all appliances on the cord may not exceed the CE rating for that cord.

Cords without the CE label, or those carrying total wattage in excess of the cord's rating will be disconnected, confiscated and discarded. High power drawing appliances (irons, hair dryers, televisions, refrigerators) should be plugged directly into electrical sockets and not extension cords or power strips.

- Surge protectors must be circuit-breaker protected and CE approved. Instead of extension cords, use surge protectors for multiple plugs. Surge protectors may not be linked to other surge protectors or be placed underneath carpets.
- Candles, lit or unlit, functional or decorative, are prohibited in the residence halls.
- Appliances with open heating elements, including hot plates, griddles, toaster ovens and space heaters are prohibited in the residence hall.
- Items involving open flames (*e.g.*, incense and potpourri burners, kerosene lamps) are also prohibited.
- Flammable/combustible materials, liquids or devices including gasoline, lighter fluid, open paints, paint thinner, turpentine, BBQ grills, and helium tanks are prohibited.
- Microwave ovens are prohibited in all residence hall living areas except the Cabrini Apartment Complex/Student kitchen/.
- Live Christmas trees, wreaths and/or garland are fire safety hazards, and are prohibited in the residence halls. Holiday decorations involving lights must use cords that meet the CE requirements outlined earlier and that are in good condition.
- Equipment or vehicles powered with gasoline or combustible fuels are prohibited in residence halls.
- Blocking or preventing the use of room doors, hallways, exit doors and stairwells or propping of exterior access doors and fire doors is prohibited.
- SMOKING is prohibited in any residence facility.
- Fireworks, projectiles or explosives of any type are prohibited in residence halls.
- Tampering with fire alarm or fire protection systems, including extinguishers, smoke detectors, alarms, sprinklers, fire exit signs, and fire doors or deliberately causing a false fire alarm are violations of the student conduct code and students found responsible are subject to strict sanctions.
- The use of halogen lamps or floor lamps is prohibited in residence hall rooms or common areas. Having such lamps will result in disciplinary action and immediate removal of the lamp.
- Keep room clear of fire hazards that are created through the accumulation of potentially flammable materials such as newspapers, magazines, boxes, etc.
- Stairway and hallway fire doors shall be kept closed at all times.
These closed doors can contain a fire long enough to allow the occupants to escape.

FIRE LOG

The AUBG-Security Department maintains a fire log that records all fires that occur in a residential housing facility by the date the incident was reported.

The Fire Log is available for public inspection at the AUBG-Security Department, and includes the nature, date, time, and general location of each fire reported to the Department. The Department of Security fire incidents in the Fire Log within two (2) business days of receiving a report of a fire and reserves the right to exclude reports from the log in certain circumstances.

FUTURE IMPROVEMENTS

American University continues to upgrade and improve its fire safety systems on an as-needed basis.

Planned improvements coincide with scheduled renovation, summer projects and/or new construction.

AVAILABILITY OF THE ANNUAL FIRE SAFETY REPORT

The Annual Fire Safety Report is available online at <https://www.aubg.edu/security-office-resource>.

The University will provide a paper copy of the report upon request to currently enrolled or prospective students and current or prospective employees of the AUBG.

FIRE STATISTICS

This chart includes fires in residential halls/buildings that were reported to the AUBG-Security Department.

<i>On-Campus Residence Halls</i>	<i>Total Number of Fires</i>	<i>Type of Fire</i>	<i>Fire Related Deaths</i>	<i>Fire Related Injuries</i>	<i>Property Damage Value</i>
<i>Residence Halls - Skaptopara 1</i>					
<i>2014</i>	<i>0</i>		<i>0</i>	<i>0</i>	<i>\$0</i>
<i>2015</i>	<i>0</i>		<i>0</i>	<i>0</i>	<i>\$0</i>
<i>2016</i>	<i>0</i>		<i>0</i>	<i>0</i>	<i>\$0</i>
<i>Residence Halls - Skaptopara 2.</i>					
<i>2014</i>	<i>0</i>				

2015	0		0	0	\$0
2016	0		0	0	\$0
Residence Halls - Skaptopara 3.					
2014	0		0	0	\$0
2015	1	Burnt dashboard lifts	0	0	\$1250
2016	0		0	0	\$0
Balkanski Academic Center and Panitza Library					
2014	0		0	0	\$0
2015	0		0	0	\$0
2016	0		0	0	\$0
America for Bulgaria Student Center					
2014	0		0	0	\$0
2015	0		0	0	\$0
2016	0		0	0	\$0
MB-Main Building					
2014	0		0	0	\$0
2015	0		0	0	\$0
2016	0		0	0	\$0

