

# Annual Fire Safety Report for Student Housing (Fall 2023)

Each year, Pacifica Graduate Institute publishes a Fire Safety Report and a Campus Security Report to the community in compliance with the Higher Education Act (HEA). The required policy information and statistics for both crime and residence hall fire related issues are available in the Campus Safety Manual and on Pacifica Graduate Institute's website for downloading and printing. You may also request to view the report at any time by emailing [Safety@pacifica.edu](mailto:Safety@pacifica.edu). The fire safety report outlines fire safety practices, standards, training measures and all required residence hall fire statistics. The report provides information on the fire suppression and notification systems and policies related to smoking and open flames in student housing facilities.

Smoke detectors and heat sensors are located in each individual housing unit, the halls and public areas. Automatic alarm systems utilizing sound and light are located in hallways and in the public areas of the residence hall. Fire extinguishers are located in prominent and public locations throughout the residence hall, with those locations being noted on every housing unit door map as part of the evacuation plan. The Campus Operations department is responsible for regularly scheduled checking and reporting by trained staff on the status of residence hall fire extinguishers, emergency sounders, lights and smoke alarm systems.

## Evacuation Procedures

Building evacuation routes (primary and secondary) are posted on the back of the door of each room and in the public areas. They are also provided in the Pacifica Campus Safety Manual, which may be found on Pacifica's Campus Safety Website. Everyone must evacuate during a fire alarm and proceed to the designated Evacuation/Staging area until notified that it is safe to return to the building and rooms. It is the responsibility of every student and guest to know how to safely evacuate the residence hall. This includes being familiar with evacuation routes and the locations of exits, stairwells, phones, and elevators. Anyone residing in the residence hall who fails to evacuate during a fire alarm may be subject to disciplinary action.

Persons with disabilities who may need assistance should inform the Pacifica's Disabilities Coordinator of the nature of the disability and type of assistance that may be needed. Individuals who must stay in place until emergency personnel arrive should be sure to inform another person of their specific location so the emergency responders can be notified. They also can call 911. Two evacuation chairs are mounted on the 2<sup>nd</sup> floor administration (one next to the elevator and one by the semi suits); employees that have offices in the immediate area have been trained on how to use the EvacChair.

## Fire Prevention

It is the policy of Pacifica Graduate Institute to provide students, faculty, staff, and visitors with the safest possible environment, free from known fire hazards. The institute's goal is to recognize hazardous conditions and take appropriate action before such conditions result in a fire. The goal is accomplished by conducting periodic safety inspections of fire systems and residence hall facilities, keeping facilities in compliance with all applicable state and federal fire codes, and increasing the fire safety awareness of residents by conducting fire drills. The Carpinteria-Summerland Fire Department, Facilities Management and Emergency Response Team conduct periodic inspections. Supervised fire exit drills are conducted at least twice a year and verbal feedback is provided at that time regarding the evacuation.

## **Residence Hall Fire Safety Regulations**

Pacifica Graduate Institute prohibits smoking (including vaping) in the residence hall, classrooms, offices, hallways, staircases, campus grounds and walkways. Smoking is allowed only in the gazebo positioned in strategic locations on either campus. Any open flames, candles, incense, electrical wax pots, potpourri pots, candle burners and electric plates are prohibited. Candles and explosives are not permitted in the residence halls. Appliances in rooms must be in good working order. Appliances that are not permitted include popcorn poppers, coffeepots, teapots, electric frying pans, microwaves, deep fryers, grills, halogen lamps, etc. Extension cords must be in good working order. Cords must not be spliced or changed in any way. Extension cords should not be used under rugs or furniture or behind/around plumbing fixtures. Extension cords must never be plugged into another or a power strip. Curling irons, hair dryers etc., are to be used in the bathroom and are not to be left plugged in even if they are turned off. Appliances with three-prong plugs may not be altered to fit a receptacle that does not provide for a ground plug. U.L. adapters may be used. Irons are to be used designated areas within the residence hall.

## **Plans for Improving Fire Safety**

Pacifica's plan for improving and revitalizing the fire safety program in the 2023-2024 academic year includes implementing multiple fire alarm drills per year. Increasing smoke and Carbon Monoxide detectors. Providing articles highlighting safety, emergency preparedness and procedures for students, Staff, and Faculty. Updating the Lambert campus map, with room designators and accurate reflection of emergency response resources. The Institute will work to continue their positive relationship with the Carpinteria/Summerland Fire Department and provide property access for training. We will promptly address any concerns, and brush clearing of the Ladera and Lambert forest areas will continue. When appropriate with COVID-19 restrictions, Pacifica's safety team will aim to provide fire suppression training to employees.

## **Reporting**

All students and employees must immediately report fires to 9-1-1, then notify the Pacifica's Campus Safety Team at (805) 679-6100. All students and employees must report all potential fire hazards to Facilities Management. Persons aware of evidence suggesting a previously unreported residence hall fire of any magnitude should report the incident to the Emergency Response Team. Knowledge of all fire situations is an important aid to investigation and follow up aimed at prevention of similar future incidents and to alerting others in the hall to potential dangers. A daily safety log is maintained. The log is available to view by emailing a request to [Safety@pacifica.edu](mailto:Safety@pacifica.edu), or by visiting [pacifica.edu/about-pacifica/campus-safety/](http://pacifica.edu/about-pacifica/campus-safety/)

### **Statistical Reporting of Fire Incidents in Individual Residence Halls**

For the 2022 Calendar year there were no fires reported in our residence hall on campus.

### **Helpful Numbers**

Emergency Dispatch 9-1-1

Emergency Response Team (805) 679-6100

## On Campus Fire Drill and Response - Summary Report - 2023

### Pacifica Graduate Institute

Date of Drill: 8/25/23	Campus: Lambert Rd.	Announced/Unannounced
Type of Alert: Alarm & Text	Students on Campus: No	Unannounced

Building	Time of Alarm	Time of All Clear	Duration of Evacuation
Drill Facilitator			
Town House	11:05 AM	11:06 AM	N/A
Guest House	11:10 AM	11:11 AM	N/A
South Hall	11:32 AM	11:32 AM	N/A
Library	11:28 AM	11:29 AM	N/A
Admin. Building	11:20 AM	11:21 AM	N/A
Studio	N/A	N/A	N/A
Staging Area	N/A	N/A	N/A

Date of Drill: 6/21/23	Campus: Ladera Lane	Announced/Unannounced
Type of Alert: Alarm & Text System	Students on Campus: No	Announced

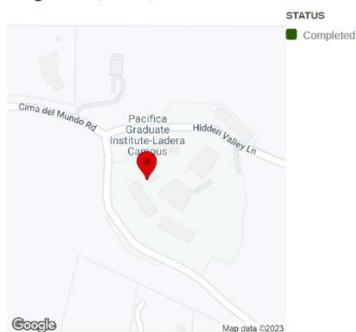
Building	Time of Alarm	Time of All Clear	Duration of Evacuation
Drill Facilitator			
Res. Hall 1st and 2nd	12:07 PM	12:12 PM	5 min
Admin. Building 2nd	12:07 PM	12:11 PM	4 min
Admin. 1st/basement	12:07 PM	12:11 PM	4 min
Yurt/Res hall basement	12:07 PM	12:12 PM	5 min
Staging Area		12:32 PM	
Dining Hall/Fac./kitchen	12:07 PM	12:10 PM	3 min
Barrett	12:07 PM	12:14 PM	7 min
Text Alert System	12:07 PM		

2023 Defensible Space

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August 18, 2023, 801 LADERA SANTA BARBARA 93108



For full Defensible Space report, email [Safety@pacifica.edu](mailto:Safety@pacifica.edu).