

EVACUATION FOR PERSONS WITH DISABILITIES (CONTINUED)

accompany and remain with the disabled resident. Attempting to carry an immobilized person is discouraged. If an alarm is activated, the following procedures should be followed at all times:

- A student should call Campus Police Headquarters at **973-877-3312** to notify them of his or her location.
- Accompanied by a partner, the partner should wait with the disabled person, if possible, until police or fire department personnel arrive to complete the evacuation.

FIRE SAFETY

REGULATIONS & RESOURCES FOR ESSEX COUNTY COLLEGE

ITEMS PROHIBITED IN CAMPUS FACILITIES

The following items are prohibited:

- Candles, Incense, Other Open Flames
- Space Heaters
- Any Lamps with Halogen Bulbs
- Multiple Bulb Lamps with Plastic Shades
- Extension Cords, Multi-plug Outlets
- Live Christmas Trees/Wreaths (Unless set up by the college)

- FIRE SUPPRESSION SYSTEMS
- EVACUATION IN AN EMERGENCY
- EVACUATION FOR PERSONS WITH DISABILITIES



303 UNIVERSITY AVENUE
NEWARK, NJ 07102
WWW.ESSEX.EDU

730 BLOOMFIELD AVENUE
WEST CALDWELL, NJ 07006
WWW.ESSEX.EDU/WESTESSEX

FIRE SUPPRESSION SYSTEMS

Essex County College campus buildings are equipped with fire suppression systems that are monitored 24 hours a day. When activated, the alarm rings at Campus Police Headquarters and is immediately transmitted to the Fire Department. Our systems include smoke detectors, heat sensor technology, fire extinguishers, sprinklers and audible alarm horns.

- Smoke detectors are the first line of fire defense. They are triggered by airborne particles and are in place to provide early warning in case of fire. Smoke detectors save lives by allowing for timely evacuation.
- Sprinklers are the last line of defense. If there is a considerable rise in room temperature, the sprinklers will activate. Sprinklers protect property by suppressing a fire quickly. When activated, our sprinklers release 40 to 45 gallons of water per minute into the room.
- Smoke detectors and sprinklers are constantly monitored by dispatch personnel at Campus Police Headquarters. The systems are self-checking. They monitor a given area and the condition of the detectors. Police personnel respond and assess the problem every time the system notifies them of any type of alarm condition or malfunction.

ANY PERSON(S) WHO INTENTIONALLY COMPROMISES THESE SYSTEMS IN ANY WAY WILL BE HELD ACCOUNTABLE, SANCTIONED AND/OR ARRESTED AND FINED.



EVACUATING IN AN EMERGENCY

When an alarm sounds, follow these fire evacuation procedures:

1. Leave the building immediately upon activation of the fire alarm.
2. Learn the location of exits nearest to you if possible.
3. If possible, bring your keys and Student ID; dress for the weather (i.e. appropriate shoes and a coat).
4. When you leave your area, close the door.
5. If smoke is present, crawl low to the floor or stay in your area or room (if you cannot leave the room which you are in, see #9 below).
6. Only use stairways; never use an elevator.
7. On your way to the safest exit, if possible, warn others. Once outside, go to a safe area at least 150 feet away from the building.
8. Do not re-enter the building until instructed to do so by Campus Police or Fire Department officials.
9. If you cannot leave the room you are in due to a respiratory disability or for any other reason:
 - a. block all openings with wet towels
 - b. call **973-877-3312** at Campus Police Headquarters and advise the dispatcher of your location
 - c. stay close to the window if available, holding a wet towel to your face
 - d. do not open the windows except to alert rescue personnel by hanging a white cloth or object out of the window

EVACUATION FOR PERSONS WITH DISABILITIES

It is required that the college knows of a student's disability, whether temporary or permanent. Prior to an emergency evacuation of any kind, a partner should be assigned or chosen to

ACTIONS PROHIBITED IN STUDENT HOUSING FACILITIES (CONTINUED)

ACTIONS THAT MAY COMPROMISE FIRE SUPPRESSION SYSTEMS:

- Hanging anything on or from a sprinkler head or water pipe
- Physical activities near fire suppression systems, such as hockey, ball throwing/bouncing, skateboarding, frisbee, etc.
- Throwing or spraying water, shaving cream and/or other liquids
- Failure to maintain an 18-inch clearance from any sprinkler head for the circumference of the room
- Excessive use of aerosol products (which may trigger the fire alarm system)

FIRE SAFETY

REGULATIONS & RESOURCES FOR ESSEX COUNTY COLLEGE HOUSING FACILITIES



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ACTIONS INTENDED TO DISABLE FIRE SUPPRESSION SYSTEMS MAY INCLUDE:

- Tampering with, or damaging fire extinguisher(s) or sprinkler control valves
- Breaking a sprinkler head
- Removing smoke detectors or covers
- Covering smoke detectors
- Tampering with or damaging fire exit lights/pull stations, notification devices, or obstructing/locking exit doors
- Deliberately causing a false fire alarm

ACTIONS THAT FLAGRANTLY DISREGARD THE SAFETY OF THE COLLEGE COMMUNITY AT LARGE:

- Deliberately causing a false fire alarm
- Use of fireworks or explosives

VIOLATIONS/SANCTIONS

Please note for infractions to Items Prohibited in Housing Facilities and Actions Prohibited in Student Housing Facilities may result in:

- FIRST OFFENSE** - Warning
- SECOND OFFENSE** - Formal Hearing
- THIRD OFFENSE** - Summons

Criminal charges may be filed depending on severity of offense.

In the course of conducting Health and Safety Inspections, college officials may confiscate any prohibited items found.

ITEMS PROHIBITED IN HOUSING FACILITIES

ACTIONS PROHIBITED IN STUDENT HOUSING FACILITIES

CONFISCATION POLICY



ITEMS PROHIBITED IN HOUSING FACILITIES

When it comes to fire safety, certain items can compromise the safety of all within our community. Therefore, such items are prohibited. If you are uncertain about a particular item, you are encouraged to contact campus Police or to bring such item(s) to the Campus Police Department. Carbon monoxide detectors are also placed as needed in the residence hall. They monitor carbon monoxide levels near devices using fossil fuels (such as furnaces, stoves, and hot water heaters).

THE FOLLOWING ITEMS ARE PROHIBITED:

OPEN FLAMES/FLAMMABLES:

Candles, Incense, Other Open Flames
Fireworks, Explosives
All Flammables, Combustibles

SPECIFIC ROOM FURNISHINGS SUCH AS:

Space Heaters
Upholstered Furniture, Padded or Cushioned Chairs, Beanbag Chairs
(Any furniture item not purchased by the college must be certified by the manufacturer as flame retardant, otherwise, the item is prohibited.)
Curtains, Shades, Blinds or any Window Treatment (unless supplied by the college)
Any Lamp with Halogen Bulbs
Multiple Bulb Lamps with Plastic Shades

COOKING IN ROOMS AND OFFICES/ COOKING APPLIANCES:

(Prohibition on cooking or appliances does not apply to the cafeteria.)

Broilers, Skillets, Woks, Hot-plates
Toasters, Toaster Ovens
Sandwich Makers, Panini Grills, Deep Fryers, Coffee Makers with Open Coils
Any Open Coil Appliances

CORDS/PLUG-INS:

Extension Cords, Multi-plug Outlets
International Converters Plugged Into a Surge Protector/Multiple Adapter
(International converters must be plugged directly into the wall outlet.)

DECORATIONS

Live Christmas Trees/Wreaths
(Unless set up by the college)

ESSEX IS A SMOKE FREE CAMPUS. SMOKING ON THE CAMPUS OF ESSEX COUNTY COLLEGE, AND ITS BUILDINGS OR STRUCTURES IS STRICTLY PROHIBITED.

ACTIONS PROHIBITED IN STUDENT HOUSING FACILITIES

When it comes to fire safety, certain actions by individuals can compromise the safety of all within our community. Therefore, certain actions are prohibited. Person(s) who engage in such actions will be held accountable, sanctioned and/or arrested and fined. We encourage you to familiarize yourself with such actions and the potential sanctions.

ACTIONS WHICH COMPROMISE THE EXIT AND/OR CREATE GREATER RISK:

- Blocking exits with furniture or other items or preventing door from opening to a 90-degree angle
- Propping room door open with an object or using the deadbolt to prevent room door from closing
- Hanging posters, banners or other items from the ceiling or across the room door or window(s)
- Running wires across the floor, ceiling or in front of room door
- Wrapping room door in decorative paper, such as holiday or birthday wrapping paper
- Leaving any item in the hallway outside of a room door
- Leaving cooking food unattended
- Leaving hair care appliances with heating elements (e.g. flat irons, curling irons) unattended or excessive use of aerosol products
- Smoking in any campus housing facility is prohibited.