

FIRE (updated October 2024)

Report ALL fires by calling 911 or UVU Police at 801-863-5555.

WHEN A FIRE ALARM SOUNDS:

1. STAY CALM and IMMEDIATELY LEAVE THE BUILDING. ALWAYS!
2. Close, but DO NOT lock, the door behind you. **A closed door can act as a fire barrier.**
3. Touch closed doors with the back of your hand to test for heat; do not open if they are hot.
4. Use stairways to exit. DO NOT use an elevator as an emergency exit.
5. Assist those with disabilities as necessary and able to safely leave the building.
6. Evacuation devices are available in buildings that require the use of stairs to get outside. These devices are located on the top floor in or near a staircase. Know where these evacuation devices are prior to needing them. Maps of locations, www.uvu/emergencymangement
7. Instruct individuals ignoring the fire alarm to leave immediately. Do not endanger yourself by staying with people who will not leave.
8. If it is possible and safe, take necessary personal belongings with you (purse, wallet, keys, phone, etc.)
9. Report to the Emergency Assembly Point of your building if it is free of smoke, check in with Building Marshal for accountability.
10. Keep streets and walkways clear for emergency vehicles and personnel.
11. DO NOT RE-ENTER THE AFFECTED BUILDING until you are directed to do so.

IF IT IS A SMALL, EXTINGUISHABLE FIRE:

1. Report the fire by activating the nearest fire alarm.
2. If the fire is small, use the fire extinguisher in your area. Ensure the extinguisher is appropriate for that fire type. If in a kitchen use the kitchen fire extinguisher. Aim the fire extinguisher at the base of the flame.
3. DO NOT endanger yourself to put out a fire.
4. Get help if necessary.

SAFE EVACUATION ROUTE (minimal or no fire and/or smoke):

1. Exit immediately to the emergency assembly area (if smoke free) and wait for instructions. If available and able, a building marshal or floor captain (orange vest) will direct you to the assembly area.
2. Pull the fire alarm and warn others nearby as you are leaving.
3. Close doors if time permits.
4. Move away from the fire and smoke whenever possible.
5. Touch closed doors with the back of your hand to test for heat; do not open them if hot.
6. Use stairs only; DO NOT use elevators.
7. DO NOT RE-ENTER THE AFFECTED BUILDING until you are directed to do so.

UNSAFE EVACUATION ROUTE (excessive smoke and or heat, or the exit door is warm or hot to the touch):

1. Remain in your work area.

2. Stuff the cracks around the door with towels, lab coats, throw rugs, etc. to keep out as much smoke as possible.
3. If there are no flames or smoke outside the nearest window, open it at the top (to exhaust any heat or smoke in the room) and at the bottom (for a source of outdoor air) if the window allows.
4. Signal for help by hanging a “flag” (sheet, jacket, etc.) out of the window.
5. From a safe location call University Police at 801-863-5555 or 911.
6. Do not attempt to jump from the upper floors of a multi-story building as injuries from jumps could be fatal. However, depending on the building structure getting out a window onto a roof (where there is no smoke/fire) may be an option. This is a personal decision, and the risks and benefits will need to be weighed by the individual.

BUSINESS OPERATING IN REPURPOSED HOUSE

1. Report to University Police at 801-863-5555 or 911 as buildings are not connected to university fire alarm system.
2. Ensure everyone in the area is aware of the evacuation, there is no central alarm system. There are smoke detectors that will alarm.
3. Follow previous fire safety instructions as applicable.

FIRE SAFETY AND PROTECTION

The potential for loss of life or injury from a fire-related incident can be a serious risk on campus. UVU takes a proactive approach to recognize and evaluate fire safety risks and institute appropriate steps to remove or reduce them.

Our Fire Safety Program includes:

1. Code compliance (UVU complies with International Fire Code).
2. Education of the campus community in fire safety practices.
3. Fire drills (annual).
4. Enforcement to correct fire safety violations.
5. Facility design and construction.

WHAT CONSTITUTES A FIRE EMERGENCY

1. A building fire evacuation alarm is sounding.
2. An uncontrolled fire or imminent fire hazard occurs in any building or area of the campus.
3. The presence of smoke or the odor of burning.
4. Spontaneous or abnormal heating of any material, an uncontrolled release of combustible or toxic gas or other material, or a flammable liquid spill.

What to know before a fire:

- Where the closest Fire Extinguisher is located.

- Where the closest Fire Pull Station is located.
- Where the closest EMERGENCY EXIT is.

Basic steps for using a fire extinguisher:

1. Remove the extinguisher from the hanger or cabinet and hold it upright.
2. Remove the pin.
3. Remove the nozzle from its hook on the side of the extinguisher and aim the nozzle at the base of the fire. Do not aim the nozzle directly at the flames.
4. Stand within 10 feet of the fire. Do not cause the fire to ignite other materials by blowing the fire with the extinguisher. Never fight a fire alone and always leave an escape path. Do not become blocked in when trying to put out a fire.
5. Squeeze the handle together using short bursts.
6. Use a sideways sweeping motion, sweeping across the width of the fire, not up and down. Continue to apply the extinguishing agent to the base of the flames.
7. As the flames retreat, walk forward while extinguishing the flames until the fire is out.
8. PASS: **P**oint, **A**im at the base of fire, **S**queeze the handle, then **S**weep

The Fire Marshall provides fire extinguisher training by request at 801-863-8021.

Types of Fire Extinguishers: ABC type extinguisher is what is found on campus. The K type can be found in kitchen areas.

A		Common Combustibles	Wood, paper, cloth etc.
B		Flammable liquids and gases	Gasoline, propane and solvents
C		Live electrical equipment	Computers, fax machines
D		Combustible metals	Magnesium, lithium, titanium
K		Cooking media	Cooking oils and fats

ELEVATORS

Elevator shafts and stairwells can produce a chimney effect that draws up heat and smoke. The elevator should be programmed to go to a pre-designated floor when the fire alarm is activated to be available to emergency responders using manual controls. Therefore, it is critical to never use the elevator in a fire emergency.

INTERRUPTION OF FIRE ALARM

1. No person may shut off any fire protection or alarm system during a fire emergency incident without the permission of the fire department, UVU Fire Marshal, or police officer in charge.
2. It will be the responsibility of Fire or Police personnel to reset or cause the alarm to be set.

EMERGENCY EVACUATION AREAS

Each building has a designated rally/assembly point. Check with the Building Marshal/Floor Captains to know where they are located.