

GRAND CANYON UNIVERSITY®



# 2019 Annual Fire Safety Report



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## FROM THE DEPARTMENT OF ENVIRONMENTAL, HEALTH AND SAFETY

### SCOPE

This Annual Fire Safety Report is for the Grand Canyon University campus located in Phoenix, AZ.

### DEFINITIONS

**Fire:** Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.

**Cause of Fire:** The factor or factors that give rise to a fire. The causal factor may be, but is not limited to, the result of an intentional or unintentional action, mechanical failure, or act of nature.

**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. This may include sprinkler systems 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; and fire doors and walls that reduce the spread of a fire.

**Fire Alarm System:** A central, building-wide alarm system that provides fire detection through the use of smoke and heat detectors, monitors fire suppression systems, sounds building-wide evacuation alarms, and is monitored by a central monitoring station.

**Fire Sprinkler System:** A water based automatic fire suppression system.

**Local Smoke Alarm:** A device that contains a smoke detector and an integrated audible alarm. Prior to 2014, when activated, the local smoke alarm sounded an audible alarm but did not activate the facility fire alarm system and or send an alarm signal to a central monitoring station. Beginning in 2014, new construction and renovations of fire alarm systems required that the local smoke alarm(s) sound an audible alarm and transmit a fire alarm signal to a central monitoring station.

**On-campus student housing facilities:** Student housing facilities that are owned or controlled by Grand Canyon University or are located on property that is owned or controlled by Grand Canyon University, and is within the reasonably contiguous geographic area that makes up the GCU Campus in Phoenix, AZ.

### GRAND CANYON UNIVERSITY FIRE SAFETY POLICIES

GCU is committed to creating an environment that is safe for its employees, students, visitors and the environment. All employees, students, visitors, vendors and contractors are expected to comply with the University fire safety policies. Each department or unit may supplement this policy document with specific procedures about hazards in their workplace and the precautions necessary to control and prevent these hazards. These supplements, prepared in cooperation with the Department of Environmental, Health and Safety, may be in the form of written procedures or training programs.

The responsibility for the administration of the University's fire safety program is assigned to the Department of Environmental, Health and Safety. Implementation of this policies are the responsibility of the entire University community: staff, faculty, students, vendors and contractors.

All fire alarms must be treated as an emergency and failure to respond will result in a \$250 fine and disciplinary action. The following are prohibited due to their serious potential as fire hazards: open flames, such as candles, incense, matches, lighters, grills, etc.; appliances with exposed heating elements; doors and walls in rooms, which are over one-half covered with paper posters; use or possession of fireworks or firecrackers, use or possession of combustible paints, liquids, or solids; hoverboards, scooters or other combustible engines; and flags or blankets on the wall.

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1. Smoking is not permitted in any building.
2. The presence or use of halogen floor lamps is not permitted in any building.
3. Individuals shall not obstruct or tamper with fire safety equipment (e.g., sprinklers, fire alarms, fire extinguishers).
4. A small refrigerator (less than 4.5 cubic feet) and one microwave (not exceeding 1,000 watts) may be used. There is a limit of one of each per dorm room.

Additional information about residence hall living policies and procedures is available at:

<https://students.gcu.edu/sites/students/files/media/documents/Student%20Affairs/Residence-Life-2019-Policies-.pdf>

## RESIDENCE HALL FIRE DRILLS

Fire drills are conducted in all on-campus housing facilities during the school year to allow residents to become familiar with building alarm systems and practice their evacuation skills. The drills are coordinated and conducted by Public Safety and Residence Life personnel. All people inside the residence hall are required to evacuate the building.

## WEAPONS, EXPLOSIVES AND FIREWORKS ON GCU PROPERTY

For the safety of students, employees, and visitors on campus, GCU policy prohibits the use and possession of weapons, explosives and fireworks. Use, possession, display, or storage of any weapons, explosive device, or fireworks are prohibited on all land and buildings owned, leased, or under the control of Grand Canyon University or its affiliated or related entities, in all GCU residential facilities (whether managed by GCU or another entity), in all GCU vehicles, and at all GCU or GCU affiliate-sponsored events and activities, except as provided in Arizona Revised Statutes 12-781.

GCU students and employees are required to report violations of this policy to the GCU Public Safety Department immediately at 602-639-8100.

In addition to any sanctions available under applicable laws, violations of this policy by GCU students are subject to sanction under the Student Code of Conduct, and violation of this policy by GCU employees are subject to sanction under GCU policies governing employee conduct.

## FIRE SAFETY EDUCATION AND TRAINING

Grand Canyon University understands the importance of training, drills, and exercises in maintaining and planning for fire emergencies and fire prevention.

Resident Advisors and Resident Directors are the only professional staff members that live in on-campus residence halls. They receive annual fire safety training which includes such topics as:

- Principles of fire prevention
- Principles of fire safety
- Facility fire protection equipment and how to prevent false alarms
- How to report a fire
- Evacuation procedures and actions to take in the event of an emergency

Upon request, the Department of Environmental, Health and Safety conducts on site Fire Safety Education and Training Classes.

All students are required to participate in drills.

1. Drills conducted at least four times annually.
2. Exercises occur at least once per school year.
3. Records are maintained by the Department of Environmental, Health and Safety.

The Department of Environmental, Health and Safety continually evaluates and updates the content of campus Fire Safety Education programs to ensure they reflect the latest information and trends.

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## FIRE SAFETY INSPECTIONS

The Grand Canyon University campus is regulated by various external agencies such as the Phoenix Fire Department. The Department of Environmental, Health and Safety works with these different agencies to coordinate fire and building code inspections and to promote code compliance across campus.

The following inspections are conducted in Grand Canyon University on-campus student housing:

- Arizona Office of the State Fire Marshal (OSFM) fire code inspections as initiated by the state.
- City of Phoenix Fire Department – Periodic fire code inspections as initiated by the city.

### Health and Safety Inspections

Health and safety inspections are conducted one to two times per year for each apartment and suite on campus. Residence Life staff inspect for any potential resident-caused hazards to the health and safety of the building and residents within it. The date of inspection and detailed guidelines will be posted on the door of each apartment/suite at least five business days in advance. Additionally, a copy of the most current Health and Safety Guidelines can be obtained in the Office of Residence Life. If an apartment or suite does not pass the initial inspection, its residents are provided one week to remedy the violation. A follow-up inspection will occur each week until the violation is remedied. A minimum fine of \$50 will be assessed per resident for each follow-up inspection that the violation has not been remedied.

## FIRE SAFETY IMPROVEMENTS

Grand Canyon University operates continuous programs to conduct testing and inspections of fire protection equipment as required by the City of Phoenix Fire Code and other standards. Repairs and maintenance are completed as needed by trained personnel. Improvements to fire safety equipment and procedures are undertaken as needed. There are no future improvements to fire safety at this time.

## EMERGENCY PROCEDURES

### Reporting Fires and Emergencies

Report on-campus fires and emergencies to GCU Public Safety by one of these methods:

- call 8-911 from any campus phone.
- call 602-639-8100 Option 1 from a cellular or off-campus phone.
- use a Blue Light telephone or other emergency telephone.
- activate the building fire alarm using a manual fire alarm pull-station.

**All fires, including those that have been extinguished, must be reported to GCU Public Safety.**

If you see smoke or fire:

1. Alert people in the immediate area of the fire, and evacuate the room.
2. Confine the fire by closing doors as you leave the room.
3. Call 911 (8-911 from a campus phone) or use an emergency phone to report the location and size of the fire.
4. Always call from a safe location.
5. Evacuate the building, using the Evacuation of Buildings plan.
6. Do not use elevators to evacuate unless directed to do so by emergency responders.
7. Notify emergency responders of the location, nature, and size of the fire as soon as you are outside.

Evacuation may be required if there is a fire in the building or other hazard. The evacuation team will direct the evacuation of the building and account for all residents outside at a safe location.

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## EMERGENCY PROCEDURES

Grand Canyon University has published an Emergency Action Plan to help members of the GCU Community properly respond to emergencies on campus. The current version of the guide can be found online.

### Evacuation Procedures

All persons are required to evacuate from and exit the building any time: the fire or evacuation alarm sounds; an evacuation announcement is made; a university official orders you to evacuate.

Evacuation routes are posted in all residential buildings. Occupants should review them in advance, identify all the available exits, and know at least two ways out.

When evacuating, remember to:

- Close any open windows in your room.
- Take jackets or clothing needed for protection from the weather.
- Feel the top of your room door for heat before opening it.
- Stay low and open the door slowly checking for signs of smoke or fire in the corridor.
- Close your room door behind you as you leave.
- Proceed quickly to the nearest exit in an orderly manner. Do NOT use elevators.
- Assist anyone with a physical disability evacuating or getting to an area of refuge. If possible, one person should remain in the area of refuge with the disabled person until emergency responders arrive.
- Move away from the building and to your floor's meeting location. Remain at least three hundred (300) feet outside of the building and await further instructions. Keep roadways open and beware of approaching emergency vehicles.
- If you have information about the emergency then report it to emergency responders. Notify emergency responders of anyone trapped, especially anyone with a physical disability who cannot evacuate.
- If you are unable to exit the building due to a disability or fire conditions, take refuge in a safe location and call 911. If possible, signal out a window to emergency responders.
- Do NOT go back into the building for any reason until an authorized university official deems it safe to re-enter.

These procedures apply to all on-campus student housing locations.

### Reporting Malfunctioning Local Smoke Alarms

Report malfunctioning smoke alarms to GCU Public Safety by calling 602-639-8100 at any time, day or night. The Department Environmental, Health and Safety will respond to rectify the problem.

Never cover, remove, or tamper with smoke alarms or other fire protection equipment.



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## GCU FIRE SAFETY PLAN

The current Grand Canyon University Emergency Response Quick Reference Guide is shown below. This quick reference guide is applicable to all campus facilities, including on-campus student housing facilities, and is posted throughout campus buildings.

<div> <div>GRAND CANYON UNIVERSITY</div> <div>Environmental, Health and Safety / Emergency Management</div> </div> <div>Emergency Response Quick Reference Guide</div>	
EMERGENCY CONTACTS: Public Safety – Police – Fire – EHS & EM – Residence Life – Health & Wellness – Facilities	CAMPUS LIFE SAFETY
<b>GCU Public Safety Office</b> ..... (602) 639-8100 or 8-911 from a campus phone <b>Phoenix Police Department</b> .....Emergency 911, Non-Emergency (602) 262-6151 <b>Phoenix Fire Department</b> .....Emergency 911, Non-Emergency (602) 495-5555 <b>GCU EHS &amp; EM</b> ..... (602) 639-7279 <b>GCU Residence Life</b> ..... (602) 639-6244 <b>GCU Health and Wellness Center</b> ..... (602) 639-6215 <b>GCU Facilities</b> ..... (602) 639-6200	<b>What to do in case of an Active Shooter Event:</b> 1. <b>Run</b> (if you can clearly escape) 2. <b>Hide</b> (if there is a good place to hide and escape is not possible) 3. <b>Fight</b> (as a last resort when your life is in imminent danger)  Call 911 or 602-639-8100 only when safe to do so.
<b>Report Concerning Campus Alarms/Conditions/Equipment/Safety issues:</b> To report concerning conditions call GCU Public Safety, EHS & EM, or Facilities. Conditions that are not immediate dangers can be reported using the online TIPS system or by submitting a service request (work order) to the Facilities Department.	<b>Report Suspicious Activity/Behaviors:</b> If you see something, say something. (e.g. unattended backpack in a crowded location, someone trying to access a restricted area, social media threats) notify Public Safety.
<b>Bomb Threat:</b> Evacuate the building and notify GCU Public Safety immediately.	<b>Suspicious Letters/Packages:</b> Do not touch, open or handle the package. Turn off any radio that transmits RF or VF frequencies. Notify Public Safety Immediately at (602) 639-8100
<b>Crime:</b> Report any crime or criminal behavior that occurs on campus to GCU Public Safety at (602) 639-8100.	<b>Missing Student Report:</b> If anyone has reason to believe that a student who resides on campus is missing, report immediately to Public Safety and Residence Life.
BUILDING RELATED EMERGENCIES	MEDICAL RELATED EMERGENCIES: Call Public Safety, Administer CPR if necessary
<b>Power Outages:</b> Use flashlights or cell phone lights for emergency lighting. NEVER use candles due to extreme fire hazard.	<b>Choking:</b> Get behind victim; wrap your arms around the person's waist just above the navel. Clasp your hands together in a double fist. Press in and up in quick thrusts.
<b>Fire, Smoke, Explosion, Gas Leak, Collapse or Chemical/Hazardous Odors:</b> Evacuate the building and notify GCU Public Safety immediately. Notify all occupants who may not be aware of the situation. Assist those with special needs.	<b>Alcohol Poisoning:</b> Alcohol poisoning can be fatal. Call 911 or Public Safety if someone has overindulged and is not responsive or shakes uncontrollably.
<b>Trapped In Elevator:</b> NEVER attempt to exit a stalled elevator. Use the elevators emergency phone to call for help. If no phone is available, yell for help.	<b>Self-Harm:</b> Notify 911, Public Safety and/or Health and Wellness immediately if any individual has inflicted, attempted, or threatened harm to themselves.
WEATHER RELATED EMERGENCIES	
<b>Extreme Heat:</b> Stay indoors as much as possible, limit exposure to sun, and drink plenty of water. <b>Heat related illness:</b> Get victim to a cool place, loosen clothing, apply cool wet cloths to skin and call 911.	<b>Severe storms:</b> Remain indoors or seek shelter if outside. If you can hear thunder, you are close enough to be struck by lightning. Stay away from windows and large glass doors, do not use elevators.

This Emergency Response Quick Reference Guide is intended as a quick reference only. Visit [www.gcu.edu/publicsafety](http://www.gcu.edu/publicsafety) to view complete emergency response procedures.

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## FACILITY FIRE SAFETY EQUIPMENT

All student housing buildings are equipped with a fire safety system that includes multiple fire alarm initiating devices (smoke detectors, duct detectors, heat detectors, manual pull stations, water flow and tamper switches) as well as notification devices that indicate an alarm has been initiated (horns, strobe lights, speakers, and combinations of all). For a complete breakdown of all equipment installed in each building please refer to the table below.

In addition to these devices there are illuminated emergency exit signs and fire extinguishers located throughout the buildings. Each building is also equipped with an automatic fire sprinkler system. Water pressure booster pumps are also installed to ensure that they are adequately supplied in the event of a fire.

Residential Life Student Housing	Address	Fire Alarm System	In Room Smoke Detection	Common Corridor Smoke Detection	Horn / Strobes	Fire Alarm Monitoring	Fire Sprinkler System	# of Evacuation Drills
30 – Cypress Hall	3300 W. Camelback Rd	Yes	Yes	Yes	Yes	Yes	Full	4
31 – Canyon Hall	3300 W. Camelback Rd	Yes	Yes	Yes	Yes	Yes	Full	4
36 – Prescott Hall	3300 W. Camelback Rd	Yes	Yes	Yes	Yes	Yes	Full	4
37 – Camelback Hall	3300 W. Camelback Rd	Yes	Yes	Yes	Yes	Yes	Full	4
39 – Sedona Hall	3300 W. Camelback Rd	Yes	Yes	Yes	Yes	Yes	Full	4
45 – Chaparral Hall	3300 W. Camelback Rd	Yes	Yes	Yes	Yes	Yes	Full	4
46 – Saguaro Hall	3300 W. Camelback Rd	Yes	Yes	Yes	Yes	Yes	Full	4
47 – Papago Apartments North	3300 W. Camelback Rd	Yes	Yes	Yes	Yes	Yes	Full	4
48 – Papago Apartments South	3300 W. Camelback Rd	Yes	Yes	Yes	Yes	Yes	Full	4
49 – Ocotillo Hall	3300 W. Camelback Rd	Yes	Yes	Yes	Yes	Yes	Full	4
81 – Willow Hall	3300 W. Camelback Rd	Yes	Yes	Yes	Yes	Yes	Full	4
82 – Acacia Hall	3300 W. Camelback Rd	Yes	Yes	Yes	Yes	Yes	Full	4
83 – Ironwood Hall	3300 W. Camelback Rd	Yes	Yes	Yes	Yes	Yes	Full	4
84 – Juniper Hall	3300 W. Camelback Rd	Yes	Yes	Yes	Yes	Yes	Full	4
41 – Agave Hall	5302 N. 30th Dr.	Yes	Yes	Yes	Yes	Yes	Full	4
27 – Encanto Hall	3300 W. Camelback Rd	Yes	Yes	Yes	Yes	Yes	Full	4
28 – Roadrunner Apartments	3300 W. Camelback Rd	Yes	Yes	Yes	Yes	Yes	Full	4
50 – Diamondback Apartments	2945 W. Colter St.	Yes	Yes	Yes	Yes	Yes	Full	4
53 – Cactus Apartments	2945 W. Colter St.	Yes	Yes	Yes	Yes	Yes	Full	4
54 – Jerome Apartments	2945 W. Colter St.	Yes	Yes	Yes	Yes	Yes	Full	4
17 – North Rim Apartments	3300 W. Camelback Rd	Yes	Yes	N/A	Yes	Yes	None	4

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## FIRE STATISTICS

The following table provides information about fires that have occurred at Grand Canyon University on-campus housing facilities during the three most recent calendar years.

Facility Name	2016			2017			2018			Cause of Fire	Value of Property Damage
	Fires	Injuries	Deaths	Fires	Injuries	Deaths	Fires	Injuries	Deaths		
Cypress Hall 3300 W. Camelback Rd	0	0	0	0	0	0	0	0	0	N/A	N/A
North Rim Apartments 3300 W. Camelback Rd	0	0	0	0	0	0	0	0	0	N/A	N/A
Canyon Hall 3300 W. Camelback Rd	0	0	0	0	0	0	0	0	0	N/A	N/A
Prescott Hall 3300 W. Camelback Rd	0	0	0	0	0	0	0	0	0	N/A	N/A
Camelback Hall 3300 W. Camelback Rd	0	0	0	0	0	0	0	0	0	N/A	N/A
Sedona Hall 3300 W. Camelback Rd	0	0	0	0	0	0	0	0	0	N/A	N/A
Chaparral Hall 3300 W. Camelback Rd	0	0	0	0	0	0	0	0	0	N/A	N/A
Saguaro Hall 3300 W. Camelback Rd	0	0	0	0	0	0	0	0	0	N/A	N/A
Ocotillo Hall 3300 W. Camelback Rd	0	0	0	0	0	0	0	0	0	N/A	N/A
Papago Apartments South 3300 W. Camelback Rd	0	0	0	0	0	0	0	0	0	N/A	N/A
Papago Apartments North 3300 W. Camelback Rd	0	0	0	0	0	0	0	0	0	N/A	N/A
Ironwood Hall 3300 W. Camelback Rd	0	0	0	0	0	0	0	0	0	N/A	N/A
Juniper Hall 3300 W. Camelback Rd	0	0	0	0	0	0	0	0	0	N/A	N/A
Willow Hall 3300 W. Camelback Rd	0	0	0	0	1	0	0	0	0	2017 Intentional - Shorts lit on fire	\$0-\$99
Acacia Hall 3300 W. Camelback Rd	0	0	0	0	0	0	1	0	0	2018 Intentional - Paper lit on fire	\$0-\$99
Agave Apt 5302 N. 30th Dr.	0	0	0	0	0	0	0	0	0	N/A	N/A
Encanto Apt 3300 W. Camelback Rd	1	0	0	0	0	0	1	0	0	2016 - Unintentional- Oven fire 2018 - Unintentional- Stove burner caught fire	\$0-\$99
Roadrunner Apt 3300 W. Camelback Rd	0	0	0	0	0	0	0	0	0	N/A	N/A
Diamondback Apt 2945 W. Colter St.	N/A	N/A	N/A	0	0	0	0	0	0	N/A	N/A
Cactus Apt 2945 W. Colter St.	N/A	N/A	N/A	N/A	N/A	N/A	1	0	0	2018 Unintentional- microwave fire	\$0-\$99
Jerome Apt 2945 W. Colter St.	N/A	N/A	N/A	N/A	N/A	N/A	0	0	0	N/A	N/A