



Elim Bible Institute and College
Fire Safety Report
Academic Year 2023-2024

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Student Housing Fire Safety Systems

Elim Bible Institute and College has thirteen buildings which are used for student housing. All of them are equipped with smoke alarms and extinguishers. The buildings are not equipped with a sprinkler system. All residence halls except Music Hall, Blake Hall, and Founder's Hall have a fire alarm system that report to a monitoring company or directly to the Lima Fire Department. Blake Hall and Founder's Hall have local smoke detectors in all bedrooms and common spaces. All fire safety systems information is held on a database and maintained by the Safety Team. Elim Bible Institute and College maintains a written, easily understood fire log that records, by the date the fire was reported, any fire that occurred in an on-campus student housing facility. This log includes the nature, date, time and general location of each fire. The campus fire safety report can be found on our website under the "Student Right to Know".

Fire Drills

Fire Drills were conducted during each semester in all student housing facilities. Drills were conducted by the safety team.

Student Housing Policies

Due to strict fire regulations, caution must be employed with regard to the location and operation of various electrical appliances. Smoking in any form and open flames of any kind are strictly prohibited in all on-campus student housing facilities.

The following items are not allowed in the individual dorm rooms of our student housing facilities, because of the fire and life safety risk:

- Candles
- Incense
- Electric or candle-heated potpourri burners
- Vaporizers – the type that use a ceramic heating element to diffuse aromatherapy herbs or oils.
- Smoke/fog machines
- Electric blankets
- Electric heaters
- Microwaves
- Toasters & Toaster Ovens
- Cooking Appliances - which includes anything with an exposed heating element, such as hot plate
- Coffee makers and water kettles are only allowed in dorm rooms if they have an automatic shut-off (e.g., Keurig)
- Hairdryers, curling/straightening irons, hot curlers
- Irons
- Humidifiers

For the use of electrical devices not listed, please check with the Campus Safety Coordinator for permission.

The following items may be used in public spaces such as kitchens, bathrooms, and lounges, in our student housing facilities:

- Microwaves
- Toasters and toaster ovens
- Cooking Appliances – which include anything with a heating element, such as hot plate
- Coffee makers and water kettles
- Hairdryers, curling/straightening irons, hot curlers.
- Irons
- Christmas/Twinkle lights – these cannot exceed coverage of 25% of the room and/or corridor. It is NOT permitted to be draped across ceilings, near or by the smoke/fire detectors and may not be around doorways.

Electrical appliances permitted for use in dorm rooms:

- Fans (except fans with a heating element)
- Small refrigerators
- Coffee makers and water kettles are only allowed if they have an automatic shut-off (e.g. Keurig)
- Christmas/Twinkle lights – these cannot exceed coverage of 25% of the room and/or corridor. It is NOT permitted to be draped across ceilings, near or by the smoke/fire detectors and may not be around doorways.

Non-Electrical items permitted in dorm rooms:

- Posters/Signs – these cannot exceed coverage of 25% of the walls in the room. These cannot cover any outlets on walls.
- Tapestries and Flags must be no larger than 34"X 40" and may not cover any heating vents or electrical outlets. Limited to 1 per room.
- Curtains – these are permitted; however, they cannot cover any heating ducts or vents. They must be at least 12 inches above a heating duct.

Students are asked and expected to conserve energy. Please enable energy-saving settings on computers and monitors. Turn off lights, computers, monitors, fans, etc. when leaving a room.

Student Housing Evacuation Procedures

These evacuation procedures should be followed each time you hear an alarm:

- Remain calm and proceed with an orderly evacuation
- Find the closest exit and go to your designated meeting location
 - The following buildings will meet on the front lawn of the West Apartments:
 - a) Library
 - b) Tabernacle
 - c) West and South Apartments
 - The following will meet on the front lawn of Spencer Hall:
 - a) Music Hall
 - b) Blake Hall

- c) Founder's Hall
 - d) Faling Hall
 - e) Watson Hall
 - f) Washington Hall
 - g) College Hall
 - h) Student Center/Dining Hall
- The following will meet near the playground/volleyball court:
 - a) North A Apartments
 - b) North B Apartments
- The following will meet on the Athletic Field:
 - a) Gym (Athletic Center)
- Gather by cadre
 - Let the RA that is present know if someone from your cadre is not present
 - Report any information you may have about the cause of the alarm and any discharged fire equipment to the RA
- Await further instructions from the RA, Fire Department and/or Safety Team
- Do not re-enter the building until they direct you to do so. Silencing of the alarm does not imply the emergency is over.

Fire Safety Education and Training

All resident advisors will receive fire safety education during their week of resident advisor training, which takes place the week before school starts each year.

All residents are required to attend a meeting in their residence hall at the beginning of the school year to discuss fire safety, fire evacuation plans, and rules and regulations of the residence hall. Each student is required to also attend a fire safety training by the Safety Coordinator at the beginning of each semester. Fire safety and education trainings are done with the staff annually. Supervised fire drills are conducted in each residence hall 4 times a year (twice a semester). All drills are supervised by a Safety Team member.

In the case of a Fire:

- **Step One:** Activate any fire alarms in vicinity.
- **Step Two:** Use a fire extinguisher before evacuating only if it is possible to do so without risking personal injury & the fire is small or just beginning.
- **Step Three:** Leave building & assemble outside.
- **Step Four:** Call the Emergency Phone Line & communicate the details to the Safety Team member on duty. **(585) 355-1428.**
- **Step Five:** Determine if everyone is out of the building by assembling in Cadres and contacting those who are not accounted for.

Reporting a Fire

If a fire occurs both employees and students should report the fire to the Safety Coordinator. The local fire company is notified by the fire alarm system of any alarm and immediate action will take place.

Plans for Future Improvements

Elim Bible Institute and College will consider the options of how to upgrade and install more fire alarms, sprinkler systems and upgrade fire alarm panels. On-going fire safety education will be provided to students, faculty and staff by the Safety Team.

Fire Systems

Residential Facilities	Fire Extinguishers	Sprinkler System	Smoke/Heat Detectors	Manual Pull Stations	Fire Alarm Audio/Visual	Alarm Monitoring by the Safety Committee	Fire Alarm Monitoring System	Fire Drills 2023
Watson Hall	Yes	No	Yes	Yes	Yes	Yes	Yes	6
Falling Hall	Yes	No	Yes	No	Yes	Yes	Yes	0
Tabernacle	Yes	No	Yes	Yes	Yes	Yes	Yes	7
Washington	Yes	No	Yes	Yes	Yes	Yes	Yes	4
Library	Yes	No	Yes	Yes	Yes	Yes	Yes	3
North A	Yes	No	Yes	No	Yes	Yes	Yes	3
North B	Yes	No	Yes	Yes	Yes	Yes	Yes	3
West Apartments	Yes	No	Yes	No	Yes	Yes	Yes	3
Blake Hall	Yes	No	Yes	No	Yes (local audio only)	Yes	No	0
Spencer Hall	Yes	No	Yes	Yes	Yes	Yes	Yes	0
Founder's Hall	Yes	No	Yes	No	Yes (local audio only)	Yes	No	0
South Apartment	Yes	No	Yes	Yes	Yes	Yes	Yes	3
Music Hall	Yes	No	Yes	Yes	Yes	Yes	Yes	3
Paul Johansson Hall	Yes	Yes	Yes	Yes	Yes	Yes	Yes	4
Athletic Center	Yes	Yes	Yes	Yes	Yes	Yes	Yes	3
Garage	Yes	No	Yes	Yes	Yes	Yes	Yes	0

College Hall	Yes	No	Yes	Yes	Yes (audio only)	Yes	Yes	2
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Fire Statistics

Residential Facilities	Years	Total Fires in Building	Cause/Nature	Fire Related Injuries	Fire Related Deaths	Property Damage (\$) Range
Watson Hall	2022	0	N/A	0	0	\$0.00
	2023	0	N/A	0	0	\$0.00
	2024	0	N/A	0	0	\$0.00
Washington Hall	2022	0	N/A	0	0	\$0.00
	2023	0	N/A	0	0	\$0.00
	2024	0	N/A	0	0	\$0.00
Faling Hall	2022	0	N/A	0	0	\$0.00
	2023	0	N/A	0	0	\$0.00
	2024	0	N/A	0	0	\$0.00
Tabernacle	2022	0	N/A	0	0	\$0.00
	2023	0	N/A	0	0	\$0.00
	2024	0	N/A	0	0	\$0.00
Library	2022	0	N/A	0	0	\$0.00
	2023	0	N/A	0	0	\$0.00
	2024	0	N/A	0	0	\$0.00
North A	2022	0	N/A	0	0	\$0.00
	2023	0	N/A	0	0	\$0.00
	2024	0	N/A	0	0	\$0.00
North B	2022	0	N/A	0	0	\$0.00
	2023	0	N/A	0	0	\$0.00
	2024	0	N/A	0	0	\$0.00

South Apartment	2022	0	N/A	0	0	\$0.00
	2023	0	N/A	0	0	\$0.00
	2024	0	N/A	0	0	\$0.00
West Apartment	2022	0	N/A	0	0	\$0.00
	2023	0	N/A	0	0	\$0.00
	2024	0	N/A	0	0	\$0.00
Founder's Hall	2022	0	N/A	0	0	\$0.00
	2023	0	N/A	0	0	\$0.00
	2024	0	N/A	0	0	\$0.00
Blake Hall	2022	0	N/A	0	0	\$0.00
	2023	0	N/A	0	0	\$0.00
	2024	0	N/A	0	0	\$0.00
Music Hall	2022	0	N/A	0	0	\$0.00
	2023	0	N/A	0	0	\$0.00
	2024	0	N/A	0	0	\$0.00
Spencer Hall	2022	0	N/A	0	0	\$0.00
	2023	0	N/A	0	0	\$0.00
	2024	0	N/A	0	0	\$0.00