1. GENERAL

Texas A&M University is committed to maintaining a safe environment for all faculty, staff, students and visitors. Compliance with applicable fire and life safety standards is a critical component of that commitment. Specifically, the University is required to comply with the Life Safety Code, National Fire Protection Association (NFPA) 101, and other NFPA codes and standards referenced therein. Faculty, staff and administration at all levels must understand the importance of fire safety and support the campus-wide fire safety program that includes:

1.1 Code compliant design and construction of buildings;

1.2 Code compliant occupancy and operation of the buildings and facilities;

1.3 Assignment and acceptance of fire safety responsibility and accountability at all levels;

1.4 Regular inspection and review of facilities and activities; and

1.5 Preventive maintenance of all fire and life safety systems, including fire extinguishers, fire sprinklers, fire detection and alarm systems, exit systems including marking and hardware, illumination systems including normal and emergency lighting and generators.

2. RESPONSIBILITIES

2.1 Environmental Health and Safety Department (EHSD) is responsible for the following:

2.1.1 Establishing, communicating, and maintaining appropriate campus-wide fire and life safety procedures and programs as necessary to maintain compliance with applicable codes and standards;

2.1.2 Reviewing and approving all proposed construction, structural changes, or changes in use of building space on the TAMU campus, regardless of facility ownership, to address fire and life safety issues as the local Authority Having Jurisdiction (AHJ) as defined by fire code;
2.1.3 Providing training opportunities in fire and life safety for campus constituents;

2.1.4 Performing regular inspections of facilities and activities;

2.1.5 Performing preventive maintenance and testing of campus fire extinguishers and fire hydrants;

2.1.6 Witnessing acceptance tests of fire safety systems;

2.1.7 Interfacing with local fire departments to ensure a close working relationship, compatibility of fire safety equipment, adequate campus access for fire department apparatus, familiarity with campus facilities and campus layout and naming conventions and coordination of emergency response;

2.1.8 Reviewing and approving both indoor and outdoor pyrotechnic displays and the use of flame effects (as described by, and in accordance with, the Texas Occupations Code) on campus or at University-sponsored events, see Standard Administrative Procedure 24.01.04.M7.01: Safe Use of Pyrotechnics and Flame Effects;

2.1.9 Reviewing and coordinating the approval process with State and local agencies for open burns such as brush or grassland, see Standard Administrative Procedure 24.01.04.M7.03: Safe Use of Outdoor Fires;

2.1.10 Reviewing and approving other uses of open fires such as campfires, cookouts, etc. This does not include cookouts associated with private “tailgate” parties at athletic events, use of personal grills as allowed by the campus residence hall or University apartments, or use of installed grills at University-designated locations.

2.2 Physical Plant:

2.2.1 Performing preventive maintenance and testing of all campus fire and life safety systems, including fire sprinklers, fire detection and alarm systems, exit systems including marking and hardware, and illumination systems including normal and emergency lighting and generators;

2.2.2 Ensuring that new construction, renovations and alterations to existing structures (that are under Physical Plant control) conform to applicable State of Texas laws regarding engineering, architecture, accessibility, and fire and life safety;
2.2.3 Ensuring that all structural modifications (that are under Physical Plant control) that could affect fire and life safety are reviewed and approved by EHSD;

2.2.4 Reporting occupant-initiated changes to the facility or room uses to EHSD.

2.3 Faculty, Staff and Administrators:

2.3.1 Ensuring that all facility modifications and significant changes in use of facilities (e.g., changing an office to a laboratory, meeting room, etc.) under their responsibility receive prior review and approval by EHSD;

2.3.2 Enforcing University fire and life safety policies;

2.3.3 Correcting identified deficiencies.

2.4 Students Responsibilities:

Fire safety rules for students are contained in Student Rules. A student who resides in a campus residence hall or University apartment should also review his or her residence hall housing contract, University apartment lease, Residence Hall Handbook, or University Apartment Handbook.

OFFICE OF RESPONSIBILITY: Environmental Health and Safety Department