



## 24.01.01.D1.03

## Fire and Life Safety Compliance

Approved: March 14, 2014

Revised: May 15, 2017

Next Scheduled Review: May 15, 2020

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### Procedure Statement

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Texas A&M University–Central Texas (A&M-Central Texas) is committed to the safety and protection of all faculty, staff, students, visitors, and facilities. Compliance with applicable fire and life safety standards is a critical component of that commitment. In providing that environment, we are required to comply with the National Fire Protection Association’s Fire Code (NFPA 1) Life Safety Code (NFPA101) and other NFPA codes.

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### Reason for Procedure

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This procedure exists to supplement System Regulation 24.01.01, and to provide guidance on the responsibilities under the purview of Fire and Life Safety.

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### Procedures and Responsibilities

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#### 1. GENERAL

1.1 All members of the A&M-Central Texas community are required to support the Fire and Life Safety plan.

#### 2. RESPONSIBILITIES

2.1 The Office of Safety and Risk Management is responsible for the following:

2.1.1 Establishing and maintaining the fire and life safety procedures and programs as necessary to maintain compliance with governing codes and standards.

2.1.2 Offering training opportunities in fire and life safety.

2.1.3 Ensuring inspections of facilities and campus activities are conducted.

2.1.4 Ensuring acceptance tests of fire safety systems are conducted.

- 2.1.5 Ensuring preventative maintenance and testing of campus fire extinguishers and fire hydrants is conducted.
- 2.1.6 Interfacing with local fire departments to ensure a close working relationship; compatibility of fire safety equipment; adequate campus access for fire department apparatus; and familiarity with campus facilities, campus layout, naming conventions, and coordination of emergency response.
- 2.1.7 Reviewing and coordinating the approval process with State and Local agencies for open burns such as brush or grassland.

2.2 The Vice President of Finance & Admin is responsible for the following:

- 2.2.1 Reviewing and approving all proposed construction, structural changes, or changes in use of building space on the A&M-Central Texas campus, regardless of facility ownership, to address fire and life safety issues as defined by fire code.

2.3 The facilities contractor (SSC) is responsible for the following:

- 2.3.1 Will ensure preventative maintenance and testing of all fire and life safety systems: including fire sprinklers; fire detection and alarm systems; exit systems, including marking and hardware; and illumination systems, including emergency lighting, and generators, elevators, and backflow prevention valves.
- 2.3.2 Ensuring that new construction, renovations and alterations to existing structures, under the control of SSC, conform to applicable State of Texas laws regarding engineering, architecture, accessibility, and fire and life safety.
- 2.3.3 Ensuring that all structural modifications, under the control of SSC, which could affect fire and life safety, are reviewed and approved by the Office of Safety and Risk Management.

2.4 The faculty, staff, and administrators are responsible for the following:

- 2.4.1 Ensuring that that all facility modifications, alterations, and changes in use of facility space is reported to the Office of Safety and Risk Management for review and approval prior to the commencement of the project or change.
- 2.3.2. Enforcing University fire and life safety policies.
- 2.4.2 Reporting identified deficiencies to the Office of Safety and Risk Management.
- 2.3.4 Correcting identified deficiencies when notified by the Office of Safety and Risk Management in a timely manner.

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## **Related Statutes, Policies, or Requirements**

[System Policy 24.01 Risk Management](#)

[System Regulation 24.01.01 Supplemental Risk Management Standards](#)

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## **Contact Office**

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