

CHOOSING A ROOM ON THE FLOOR

1. Keep the door to the room closed. A closed door is a barrier to smoke.
2. Use towel/clothing to block openings around doors or vents where smoke might enter. Place a signal in the window - anything that will call attention to your location.
3. If smoke or fire enters the room, call 9-1-1 to report your location. Stay low to the floor to breathe the best air. Put a wet cloth over your mouth or nose.
4. Do not open or break windows. Breaking windows will put you at greater risk to smoke entering from the outside, and could hamper rescue efforts below.

FIRE AND LIFE SAFETY SYSTEMS

LSC-UP property buildings have many built-in safety features that increase safety if a fire does happen.

Fire Alarm System: All buildings have a fire alarm system monitored by an approved central station monitoring company. The Fire Department and LSC Police Communication Center are notified immediately when an alarm is activated.

Elevators: Elevators are recalled to the first floor when a fire alarm is activated. This keeps elevators from being used by building occupants.

Standpipes: Water pipes in the stairwells supply water for firefighting operations and sprinklers.

Exit Stairwells: All buildings have at least two fire-rated exit stairwells, entered into through self-closing, fire-rated doors.

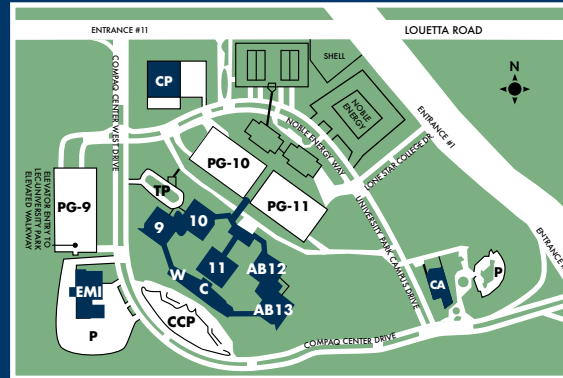
Smoke Control: Tempered windows, HVAC system controls and stairwell/elevator shaft pressurization aid in controlling smoke spread.

Sprinklers: All buildings are equipped with sprinklers increasing building safety.

Emergency Generator: An on-site diesel generator runs the fire and life safety systems including emergency lighting in the event of a power outage.

Trained Staff: Staff versed in emergency response procedures are required in each building.

LONE STAR COLLEGE- UNIVERSITY PARK MAP



AB12: Richard G. Carpenter Academic Building 12

AB13: Richard G. Carpenter Academic Building 13

C: Conference Center (First Floor)
Commons (Second Floor)

CA: YMCA Children's Academy

CCP: Reserved Conference Center Parking

CP: Central Plant

EMI: LSC Energy & Manufacturing Institute

P: Parking

PG-9: Parking Garage 9

PG-10: Parking Garage 10 (Faculty & Staff)

PG-11: Parking Garage 11 (Students)

TP: Tenant Parking

W: West Dining

9: Tenant Building

10: Tenant Building

11: Administration Building

REPORTING AN EMERGENCY

Call X5911 or (281) 290-5911

(for campus emergencies)

Call 9-1-1

(for medical or fire emergencies)



Office of Emergency Management

HIGH RISE FIRE SAFETY



What to know
and where to go

WHAT TO KNOW

EVACUATION PLAN

The Lone Star College-University Park (LSC-UP) buildings have a Fire Safety Plan that is reviewed by the Harris County Fire Marshal Office. Your responsibility is knowing your part of the plan and being ready to take action when the need arises.

FLOOR WARDENS

All buildings and floors must have volunteers trained in the building's evacuation procedures. Know who the floor wardens are on your floor. Contact LSC OEM at OEM@LoneStar.edu to request training.

EVACUATION ROUTE

Smoke from a fire, or a change in lighting due to a power outage, can make evacuation routes look different. Make sure you are familiar with the path of travel for two or more exits on your floor.

SOUNDING THE ALARM

Each building has fire alarm pull stations. Know where they are and how to activate them. Know the sound of the alarm so when you hear it, you can respond immediately.

FIRE PROTECTION SYSTEMS

A variety of fire and life safety systems are found in our LSC-UP buildings including fire extinguishers. Know what systems your building has and which ones you can work with during an emergency response.

YOUR MEETING PLACE

Know your designated meeting location in the event of an evacuation. Standard procedure in high rise buildings is to go down four floors, using the stairs, and reenter the building to wait for further instructions. If you evacuate to the outside of the building, go to the meeting place which must be 50 feet or more away from the building. Do not evacuate to a building lobby or block roadways, as this will delay firefighters responding to the alarm and hamper others trying to evacuate behind you.

CONTROLLED EVACUATION

There are zoned fire alarm systems in LSC-UP buildings.

The fire alarm will only ring on a few floors in the direct vicinity of the fire. Recommended evacuation instructions are for those persons on the floor where the alarm is sounding to enter the exit stairwell, go down four (4) floors, and re-enter the building unless the alarm is sounding on this floor also. This controlled method is preferred instead of evacuating the entire building at once. Reasons:

1. Initial evacuation is limited to those people in the direct vicinity of the fire. They are most at risk and need to quickly evacuate the area of danger.
2. Backups are likely in the stairwells and the opportunities for injury/panic increase.
3. Large numbers of people in the stairwells delay firefighters who are attempting to investigate and fight the fire.
4. LSC-UP buildings have pressurized stairwell shafts to keep smoke out. Closed stairwell doors are needed to maintain this high pressure. If stairwell doors are opened all at once, pressure is lost and smoke may enter the stairwells.

IF YOU DISCOVER A FIRE

Isolate the Area

Close off the area if possible. Closed doors to limit the spread of fire, heat, and toxic gases.

Alert Others

If pull alarms are present, use to notify other floor occupants of the need to evacuate.

Call for Help

Notify the fire department by calling **9-1-1** first, and then call **(281) 290-5911**.

Evacuate the Area

Stay low if smoke is present and go quickly to the nearest stairwell. Never use the elevator during a fire emergency. Follow your predetermined plan, and listen for directions from fire wardens/fire department.

IF YOU CAN'T LEAVE

Create an Area of Refuge

There are two main options for an area of refuge:

1. in a stairwell if there are only one or two individuals seeking refuge and if they have someone to remain with them, or
2. on the floor in an enclosed room with a window and a telephone.

Discuss your options with your floor warden before an emergency situation arises.

CHOOSING A STAIRWELL

1. Wait near the exit stairwell until everyone has evacuated the floor and traffic in the stairwell has cleared.
2. Enter the stairwell and wait on the landing.
3. Make sure the door is securely closed and the floor warden knows you are there.
4. Wait for further instructions.
5. The Fire Department will send firefighters to assist you if evacuation is necessary.
6. If you are waiting in the stairwell and traffic builds from the evacuation of upper floors, re-enter your floor to allow others to pass, if safe to do so.
7. Buddies should not attempt to carry you down the stairs unless conditions in the stairwell become threatening. If conditions do deteriorate, the Buddies can then carry you to a safer area.
8. If you do not have persons to wait with you, or if there are too many individuals to wait on the landing, an area of refuge should be sought on the floor.



**Office of Emergency
Management**