

## Shelter in Place

In the event you are unable to exit the building you should Shelter in Place.

- ✓ Stay in your room or find a room away from the fire.
- ✓ Seal the bottom and sides of the door with a wet towel to prevent smoke from entering.
- ✓ Communicate your situation to University Police and /or the Fire Dept. by signaling for help from a window using a towel, clothing, sign etc.
- ✓ Call 315-386-7777 from a cell phone for University Police. Call 911 from a cell phone for the St. Lawrence 911 Dispatch Center.
- ✓ Give clear directions on where you are in the building to the police or the campus, building, room info for the 911 Dispatch Center.

Fire safety is the responsibility of all of us. Through education and awareness, we can make our campus a safer place.

## Fire Equipment Tampering/Misuse:

Falsely reporting a fire alarm is a Felony under the Penal Law. An arrest may result when an individual initiates or circulates a false report or warning of an alleged occurrence or impending occurrence of a fire, explosion, or the release of a hazardous substance under circumstances in which it is not unlikely that public alarm or inconvenience will result. Tampering with fire protection equipment endangers the lives and safety of members of the campus community and an arrest and/or discipline through Student Conduct may result.

- The college hosts fire safety events such as the mock dorm room burn.
- Campus EH&S conducts monthly safety equipment inspections.
- Fire drills are conducted on campus – 4 annually.



**University Police Department**  
Dana Hall Suite 108  
Canton, New York 13617  
315-386-7777

6/8/2023



# FIRE SAFETY



**RAVE**  
MOBILE SAFETY  
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## Fire Safety

SUNY Canton has a strong history of supporting and developing a college-wide fire safety program. This pamphlet is designed with the user in mind to outline procedures and to provide guidelines.

Fire safety should always be your concern no matter where you reside. Always know the location of the nearest fire exit and pull box station. Save emergency numbers in your cell phone. Your life may depend on it!



## Fire Hazards

**Smoking:** Smoking is prohibited in dorm rooms and on campus. If you need to smoke or vape, please do it outside not inside any building. Any other open flame device such as candles & incense are also prohibited.

**Cooking:** Cooking is only allowed in the Kennedy Hall kitchens. Microwaves and electric coffee machines are allowed in all dorm rooms on campus.

**Electrical:** Only connect portable power strips directly into wall outlets. Microwaves and refrigerators can only be plugged into wall outlets not power strips.



## Fire Evacuation Guidelines

### Immediate Evacuation:

To ensure the safety of all occupants, SUNY Canton requires the complete evacuation of a facility during a Fire Alarm situation. Total and immediate evacuation is safest. Leave firefighting to the professionals. Your objective is to exit the building safely and immediately. Always exit the building upon hearing the fire alarm. Never assume the alarm is false!!

### If there is a fire, you smell smoke or an alarm sounds, here are some tips:

- ✓ Treat every alarm as though there is a real fire.
- ✓ Prepare to evacuate the building by way of nearest safe exit. Always know two exits in your building in opposite directions.
- ✓ Before exiting through any closed door, check for heat and the presence of fire behind the door by feeling the door with the back of your hand. If the door feels very warm or hot advise anyone present to proceed to another exit.

- ✓ Close doors behind you. This may help to keep the fire from spreading.
- ✓ If you are outside of your dorm room and you encounter smoke stay low to the floor. If possible, place a wet cloth over your nose and mouth to function as a filter to breathe. Breathe shallowly through your nose if you can.
- ✓ Do not use the elevator; use the stairs.
- ✓ Pull the fire alarm on your way out if it is not sounding.
- ✓ Get out of the building before telephoning for help, University Police 315-386-7777 or 911. Provide as much information as possible to the emergency dispatcher.
- ✓ Move away from the building and out of the way of the fire department.
- ✓ Do not go back into the building unless a police officer or fire department official says it is safe to do so.

