



# FIRE SAFETY

Ball State Greek Life

## Risk Management

The chapter house is extremely important when developing your chapter risk management program. Every year college and university students experience a growing number of fire-related emergencies. There are several causes for these fires, however most are due to a general lack of knowledge about fire safety and prevention.

## Safety Precautions

- Provide members with a program for fire safety and prevention.
- Teach members how to properly notify the fire department using the 911 system.
- Install smoke alarms in every room and every level of the housing facility.
- Maintain and regularly test smoke alarms and fire alarm systems. Replace smoke alarm batteries every six months.
- Regularly inspect rooms and buildings for fire hazards. Ask your local fire department for assistance.
- Inspect exit doors and windows and make sure they are working properly.
- Create and update detailed floor plans of the building, and make them available to emergency personnel, members, and advisors/faculty.
- Conduct fire drills and practice escape routes and evacuation plans. Urge students to take each alarm seriously.
- Do not overload electrical outlets and make sure extension cords are used properly.
- Learn to properly use and maintain heating and cooking appliances.

## Tips

- Regularly inspect your chapter house for fire hazards, ask your campus safety office or local fire department for assistance.
- Install battery operated smoke alarms on every level of your chapter house. Maintain and routinely test smoke and fire alarm systems. Replace smoke alarm batteries at least every semester.
- Create and update detailed floor plans of your building or home and make them available to emergency personnel and your brothers.
- Post an evacuation plan and ensure that every brother is familiar with it.
- Ensure that each member of your chapter knows how to properly operate a fire extinguisher.

## Recommendation

- Install automatic battery powered emergency lighting.
- Do not use multi-outlet or frayed extension cords.
- Have professional inspection each year.
- Establish “NO SMOKING” rules in sleeping areas.
- Provide supervision/security during vacant periods.
- Use non-flammable party decorations during socials and clean up immediately.