Fire Alarms

To further assure life safety, fire alarm systems are located in each residence hall to alert the occupants in case of fire. Residents must comply with all fire alarms/drills. Failure to evacuate may result in disciplinary action. Activating/reporting false alarms or tampering with the alarm system is strictly prohibited.

When the Fire Alarm sounds:

- Close all windows and (leave the overhead light ON.)
- Before opening any door, feel the door. If it is HOT, do not open it. If it is not hot, brace yourself against the door, open it slightly, and if heat or heavy smoke are present, close the door and stay in your room.
- If you cannot leave the room, open the window, hang a sheet or other light colored object out the window to attract the attention of emergency personnel and then close the window. If there is a phone in the room, call Campus Police (911) and report that you are trapped. Remain calm and give your room number and building location. Stuff towels, sheets, or similar materials under all doors leading into corridors. Stay close to the floor if smoke enters the room.
- If conditions allow you to leave the room, close, but do not lock, the door and walk directly to the nearest exit and leave the building.
- If you are away from your room when the alarm sounds, do not return to your room, but leave the building via the nearest exit.
- DO NOT use elevators. If hallways and/or exit stairwells are not accessible because of heavy smoke, return to your room, close the door and follow the instructions given above.
- If you have exited the facility, stand clear of the building and report to your designated check-in area. Emergency apparatus may be maneuvering around the building.
- Follow the directions of fire and police personnel and NEVER re-enter the building until they give permission to do so.

Fire Extinguishers, Sprinklers, and Other Fire Fighting Equipment

Fire extinguishers are located in all residence halls. The presence of this equipment can help quickly control fires, thereby avoiding injury or loss of life. Relocating, removing, tampering with, or destroying fire-fighting equipment is strictly prohibited. Damage and/or theft of fire equipment also are punishable under North Carolina state law.

Fire Safety

In the event of a fire, the most important thing is for you to evacuate the building safely. Make sure you familiarize yourself with the evacuation instructions posted throughout the residence halls and with the evacuation floor plan posted on your hall.

If you discover a fire or smoke situation, activate the fire alarm pull station and call, or have someone call, Campus Police at 911.

If you feel comfortable doing so, use a fire extinguisher to control or extinguish the fire while emergency personnel are in route to your location.

Report all fires and smoke to Duke University Police Department by dialing 911 from any campus phone. Fires that have been extinguished should also be reported to Duke Police so that an investigation may be conducted. All fires should subsequently also be reported to your Hall Staff.

In the corridors of each residence hall there are fire extinguishers, fire alarm pull stations, and automatic smoke detectors. The manual alarms and automatic detectors will each cause an alarm to sound in the building and at the Duke University Police Department. Jarvis, Aycock, Epworth, Blackwell, Randolph, Keohane, Bell Tower, and the renovated sections of Kilgo have sprinkler systems located in corridors and bedrooms.
Keohane and the renovated sections of Kilgo Quads, Bell Tower, Blackwell, and Randolph are equipped with direct wired AC-powered smoke detectors. All residence halls are equipped with battery powered smoke detectors in student bedrooms. In order to ensure that the smoke detector and/or battery are functional, push the button on the detector for 30 to 60 seconds to test it. For your protection, periodically push this test button throughout your occupancy. Contact your RLHS Campus Office immediately should the smoke detector fail to sound its alarm when the test button is pushed. The smoke detector will begin to beep at one minute intervals to warn of battery weakness. Contact your RLHS Campus Office immediately to request the installation of a new battery, but DO NOT remove the detector from its bracket.

If a bedroom smoke detector alarms due to smoke from a fire, immediately go to the fire alarm pull station in the corridor and activate the building fire alarm. Follow posted evacuation instructions. Close the windows and door, dial 911, and evacuate the building.

The smoke detector's alarm may falsely sound when there is a high concentration of cigarette smoke, cooking smoke, dust or other particles in the air. Should this happen, open the windows and fan the detector until the it stops sounding its alarm and notify your Residence Assistant and neighbors that you do not have a fire.

All residence halls are equipped with electromagnetic locks on some of the exterior and/or interior doors. These door locks are designed to open only in the event of an emergency or power failure. Activation of the building fire alarm system via a manual pull station or an automatic corridor smoke detector will automatically release the magnets and unlock all the electromagnetically locked doors in the building. Once the magnet releases, you may then push the panic bar to open the door.

False alarms, damage, theft, or misuse of fire detection, alarm or extinguishing equipment are punishable under the criminal law provision of the North Carolina Statute 14-286 and may result in the loss of housing privileges and/or action by the undergraduate judicial system. In addition, residents will be charged for fire damage resulting from neglect or intentional actions.

Contact your insurance company immediately in the event of fire. Photographs, charges, and the Duke University Police report will be made available upon request. Damage to fire equipment in bedrooms is the responsibility of the individual residents. Damage to fire equipment in the public areas is the living group's responsibility.

Do your part to protect lives and property by safeguarding fire safety equipment from abuse and by immediately reporting any missing or malfunctioning equipment to your RLHS Campus Office.

(Residential Life & Housing Services: Undergraduate Policies – Bulletin)