CORNELL TECH

ANNUAL FIRE SAFETY REPORT 2022

2 West Loop Rd

New York, New York 10044

From the Campus Safety & Security Department

Thank you for taking the time to read this year's annual fire safety report. This report, prepared annually by the Campus Safety & Security Department, is designed to provide you with important information about fire safety on campus.

> You may obtain a copy of this report and the NYS Kerry Rose Act Notification Table by contacting the Safety & Security Department at (646) 971-3611 or by accessing the web site:
>
> **https://security.tech.cornell.edu/**
>
> You may also view the report and the on-campus student residential fire log by visiting the
> Bloomberg Center
> 2 West Loop Rd
> NY NY 10044

The Safety & Security Department is charged with promoting a safe learning, working, and living environment for the campus. Our safety programs provide services and guidance to campus students, faculty, staff, and visitors. Campus Safety & Security personnel are on campus 24 hours a day to respond to safety concerns and emergency situations.

Our department provides a wide array of safety related services including programs in:

- o Fire Safety Programs & Emergency Management
- o Fire Protection Systems and Equipment
- o Emergency Management
- o Events Management
- o Fire Safety Education & Training

Please visit our web site or contact our department for more information.
https://security.tech.cornell.edu/   **(646)971-3611**

Annual Security Report

> You can obtain a copy of the Cornell Tech Annual Security Report by contacting the Assistant Director of Safety & Security at (646)971-3611 or by accessing the following web site:
>
> **https://security.tech.cornell.edu/**

Scope

This Annual Fire Safety Report is for the Cornell Tech Campus located on Roosevelt Island, NY.

Definitions

- On-campus student housing facilities – student housing facilities that are owned or controlled by Cornell Tech, or are located on property that is owned or controlled by Cornell Tech, and is within the reasonably contiguous geographic area that makes up the Cornell Tech Campus on Roosevelt Island, NY.
- Fire – any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.
- Fire Alarm System – a central, building-wide alarm system that provides fire detection through the use of smoke and heat detectors, monitors fire suppression systems, sounds building-wide alarms, and is monitored by a central monitoring station.
- Fire Sprinkler System – water based automatic fire suppression system.
    - Full – the fire sprinkler system provides protection for the entire structure
    - Partial – the fire sprinkler system provides protection for only part of the structure.
- Local Smoke Alarm – a device that contains a smoke detector and an integrated audible alarm. When activated the local smoke alarm sounds an audible alarm but does not activate the facility fire alarm system and or send an alarm signal to the central monitoring station.
- Local CO Detector – a device that contains a carbon monoxide detector and an integrated audible alarm that is a different in sound from a local smoke alarm. When activated the local co detector alarm sounds a distinct and separate audible alarm but does not activate the facility fire alarm system and or send an alarm signal to the central monitoring station.
- Smoke Detection – smoke detectors that are connected to a Fire Alarm System defined above and send an alarm signal to a central monitoring station.
- Carbon Monoxide Detection – carbon monoxide detectors that are connected to a Fire Alarm System defined above and send an alarm signal to the central monitoring station.

Cornell Tech Campus Housing Fire Safety Policies

Cornell Tech's on-campus student housing facility is known as The House @ Cornell Tech. It is a 26 story, 352 unit, "non-combustible" apartment style residential building utilized to house graduate level students. The Fall 2017 semester launched Cornell Tech's inaugural academic year on its new Roosevelt Island campus and marked the first time it has ever owned or operated an on-campus student housing facility.

The following fire safety related policies for The House are taken from the current Housing Contract Terms and Conditions, the current Residential House Rules, and Fire Safety Plan. Occupants receive a copy of the above documents and are required to sign an acknowledgement during check in.

Cooking and Appliances

- Kitchenettes are provided in each apartment unit for cooking. Residents are expected to abide by the following rules regarding cooking:
    - Cooking is prohibited in hallways, bathrooms, and lounges.
    - Do not leave cooking unattended. Keep stove tops clean and free of items that can catch on fire. Before you go to bed, check your kitchen to ensure that your oven is off and any appliances are unplugged.
    - Residents shall not install or operate any machinery, refrigeration or heating devices or use or permit onto the premises any flammable fluids or materials which may be hazardous to life or property.
    - Residents may not barbeque or operate cooking equipment on terraces or balconies other than use of provided building equipment on the 26th floor terraces. All posted rules must be followed.
    - Residents may NOT install or use air conditioners, heaters, additional refrigerators, waterbeds, laundry machines, hot plates, halogen lamps, dishwashers, garbage disposals, satellite dishes, antennae, or other major household appliances or other electrical equipment.

Fire Safety

- The sidewalks, entrances, public halls, elevators, and stairways shall not be obstructed nor used for any other purpose than for ingress to, and egress from the apartment.
- The obstruction of the fire stairwell and common halls and areas is a menace to life and is prohibited by the Fire Department and Building Management.
- The House conducts periodic fire/evacuation drills to practice education and safe exiting from buildings. During a fire drill, listen to public address announcements & follow building staff instructions. During an evacuation drill, you must exit from the building when the alarm is activated, and cannot re-enter the building until given permission by building personnel. Please note that evacuation plans are posted at elevators, stairs and exit points throughout the buildings. These plans will indicate means to exit the building safely. All persons should be familiar with the procedures for evacuating a building.
- Familiarize yourself with the location of all stairwells, fire escapes and other means of egress. Plan an emergency escape route to use in the event of a fire.
- Campus safety plans can be reviewed by visiting:
  - https://security.tech.cornell.edu/
- Cornell Tech is a smoke free campus. Resident agrees and acknowledges that smoking is prohibited in Cornell Tech housing including but not limited to resident rooms, apartments, stairwells, lobby areas, laundry rooms, hallways, terraces, roof tops, elevators, exterior amenity areas, and other public and private areas. Violators are subject to a $500 fine and other judicial sanctions. This applies to residents, family members, or guests.
- Local smoke alarms are located in each student apartment. Smoke detection is located in each floor's common corridor. Do not block, cover, or tamper with any detector. Tampering with smoke detectors will result in a referral to the Office of Student Conduct and Community Standards (OSCCS).
- Residents shall not interfere in any manner with the heating or lighting or other fixtures in the building nor run extension cords or electrical appliances in violation of the Building and Fire Life Safety Code.
- In the event of an evacuation residents must exit the building following EXIT signs that are located throughout the building. Failure to follow evacuation procedures during an evacuation will result in immediate referral to the Office of Student Conduct and Community Standards (OSCCS).
- Student apartment doors cannot be propped open if they are designed to automatically shut.
- The possession, storage or use of firearms, ammunition, gunpowder, fireworks, explosives, flammable materials, and other dangerous weapons or material is prohibited.
- Use of open flame is prohibited.
- Candles and incense are not allowed.

- Never overload electrical outlets. Replace any electrical cord that is cracked or frayed. Never run extension cords under rugs. Use only power strips with circuit-breakers.
- The House is subject to fire and safety inspections by various agencies. If a fine is incurred as a result of your failure to comply with the terms of your Housing Contract or with any request from building staff, you will be responsible for the amount of the fine.
- Any material that is in violation of the House Rules and/or Code of Conduct is subject to confiscation during fire and safety inspections.
- Please note that the Fire Safety policies are subject to compliance changes and updates based on local and state regulated standards. Advance notice of changes/updates will be provided, whenever possible.

Fireworks

- Fireworks are illegal under New York State law. Any use of fireworks will result in immediate referral to the Office of Student Conduct and Community Standards (OSCCS).
- The storage or use of fireworks of any kind are prohibited in The House.

Hover Boards

- Due to fire risks associated with hover boards, they are not allowed inside The House for fire safety reasons.

Decorating Apartments

- Exercise care in the use and placement of fresh cut decorative greens, such as Christmas trees and holiday wreaths. If possible, keep them planted or in water. Do not place them in public hallways or where they might block egress from your apartment if they catch on fire. Keep them away from any flame, including fireplaces. Do not keep for extended period of time; as they dry, decorative greens become easily combustible.

- Alterations (including but not limited to painting) of an apartment or to any building property within an apartment or common area is prohibited.
- Hanging or extending anything outside the windows is prohibited.
- Maintenance in student apartments and common areas may only be completed by authorized staff.
- Objects may not block the windows.
- Hanging anything from sprinkler pipes or any part of the fire sprinkler system is prohibited.
- Covering smoke detectors and/or sprinkler heads is a life safety issue and is prohibited.

Health and Safety

- Egress access must be safe and passable at all times, including corridors, stairwells, lounges, other common space and living space. Please keep all personal items out of the hallways, such as shoes, umbrellas, strollers, toys, etc. Obstruction of common areas is considered a fire hazard and is prohibited by the NYC Fire Department.
- Dangerous and/or hazardous materials are prohibited inside The House.
- Use of illegal drugs of any kind is strictly prohibited.

Smoking

- The House at Cornell Tech commitment to smoke-free living includes providing completely smoke-free common areas, amenity spaces and building entryways. Every resident will be required to agree to refrain from smoking on the Cornell Tech Campus, in the apartments, roof terrace and all other common areas.
- Persons who smoke outside The House must do so off campus and at least 25 feet from the building or any extending wall, awning, or other building feature, or where it is otherwise posted.
- The smoking and storing of hookahs in rooms is also prohibited.

Fire Safety Education and Training

The House @ Cornell Tech staff receives annual fire safety training. This training includes such topics as:

- Principles of fire prevention
- Principles of fire safety
- How to report a fire
- Evacuation procedures and actions to take in the event of an emergency

Fire safety drills & training are conducted at The House @ Cornell Tech by its fire consultants, Securitas USA. Topics discussed include: general fire safety, evacuation policies and procedures, and house rules related to fire safety.

Online Training Programs

Cornell University Environmental Health and Safety also offers various health and safety related training, including fire safety training, through the Cornell's online training system "CU Learn." Please visit the CU Learn web site at: **http://culearn.cornell.edu/** to view and enroll in any of the Environmental Health and Safety courses listed in the course catalog.

On-Site Training

Upon request, the Campus Safety & Security Department conducts on site Fire Safety Education and Training Classes. Contact Campus Safety & Security by e-mail at security@tech.cornell.edu or by calling (646) 971-3611.

Campus Safety & Security continually evaluates and updates the content of campus Fire Safety Education programs to ensure they reflect the latest information and trends.

Fire Safety Inspections

The Cornell Tech Campus spans a number of different municipalities and jurisdictions. The Safety & Security Department works with these different entities to coordinate fire and building code inspections and to promote code compliance across campus.

The following inspections are conducted in Cornell Tech on-campus student housing:

- New York City Department of Buildings – Annual building inspection at The House on Roosevelt Island.
- New York City Fire Department – Annual fire code inspection in areas of public assembly and adjacent spaces.

Fire Safety Improvements

Cornell Tech operates continuous programs to conduct testing and inspections of fire protection equipment as required by the New York Uniform Code and other standards. Repairs and maintenance are completed as needed by trained personnel. Improvements to fire safety equipment and procedures are undertaken as needed.

Emergency Procedures

Reporting Fires and Emergencies

Report on-campus fires and emergencies by one of these methods:

- call 911 (preferred method)
- call Safety & Security dispatch at 646-971-3611
- activate the building fire alarm using a manual fire alarm pull-station
- use a Blue Light Telephone

> **All fires, including those that have been extinguished, must be reported to Campus Safety & Security.**

Emergency Procedures

Cornell Tech has published emergency procedures to help members of the community properly respond to emergencies on campus. The procedures can be found at the Cornell Tech Safety & Security web page:

https://security.tech.cornell.edu/

The procedures can be found under the Emergency Management navigation pane.

Evacuation Procedures

All persons are required to evacuate from and exit the building any time: an evacuation announcement is made or a university official orders you to evacuate.

Evacuation routes are posted in all residential buildings. Occupants should review them in advance, identify all the available exits, and know at least two ways out.

Evacuation Instructions If The Fire Is In Your Apartment

1. Close the door to the room where the fire is, and leave the apartment.
2. Make sure EVERYONE leaves the apartment with you.
3. Take your keys.
4. Close, but do not lock, the apartment door.
5. Alert people on your floor by knocking on their doors on your way to the exit.
6. Use the nearest stairwell to exit the building.
7. DO NOT USE THE ELEVATOR.
8. Call 911 once you reach a safe location. Do not assume the fire has been reported unless firefighters are on the scene.

9. Meet the members of your household at a predetermined location outside the building. Notify responding firefighters if anyone is unaccounted for.

Evacuation Instructions If The Fire Is Not In Your Apartment

1. Stay inside your apartment and listen for instructions from firefighters unless conditions become dangerous.

2. If you must exit your apartment, first feel the apartment door and doorknob for heat. If they are not hot, open the door slightly and check the hallway for smoke, heat or fire.

3. If you can safely exit your apartment, follow the instructions above for a fire in your apartment.

4. If you cannot safely exit your apartment or building, call 911 and tell them your address, floor, apartment number and the number of people in your apartment.

5. Seal the doors to your apartment with wet towels or sheets, and seal air ducts or other openings where smoke may enter.

6. Open windows a few inches at top and bottom unless flames and smoke are coming from below. Do not break any windows.

7. If conditions in the apartment appear life-threatening, open a window and wave a towel or sheet to attract the attention of firefighters.

8. If smoke conditions worsen before help arrives, get down on the floor and take short breaths through your nose. If possible, retreat to a balcony or terrace away from the source of the smoke, heat or fire.

Reporting Malfunctioning Local Smoke Alarms

All on-campus student housing apartments are equipped with local smoke alarms that when activated will sound an in-room audible alarm. In-room smoke alarms do not sound a building-wide alarm and do not send an alarm signal to the central monitoring station but many of these smoke alarms are connected to the building fire alarm system for power and monitoring purposes.

Report malfunctioning smoke alarms to The House concierge desk by calling (929) 314-5090 at any time, day or night.

Never cover, remove, or tamper with smoke alarms or other fire protection equipment.

Cornell Tech Fire Safety Plan

The current Cornell Tech Fire Safety Plan is shown on the next page. This fire safety plan is applicable to all campus facilities, including on-campus student housing facilities, and is posted throughout campus buildings.

Cornell Tech Fire Safety Plan

IN CASE OF EMERGENCY

Cornell Tech Fire Safety Plan (August 2019)

CALL 911 EMERGENCY

Fire Emergency

1. **REPORT**
   - Alert others in the immediate area and evacuate the room.
   - If present, activate a fire alarm pull box on your way out of the building.
     - The fire department is automatically notified.
   - CALL 911 from a safe location.
     - Report the location and size of the fire.

2. **CONFINE** THE FIRE BY CLOSING THE DOOR TO THE ROOM.

3. **EXIT** VIA THE NEAREST SAFE ESCAPE ROUTE.
   - Feel door knob with back of hand - do not open the door if hot.
   - Open door slowly if it is cool, be ready to close it if smoke or heat is present.
   - Walk, do not run to the exits. Always use egress stairwells to exit the building, do not use elevators.

4. **MOVE** TO YOUR EMERGENCY ASSEMBLY AREA.
   - Move away from the building.
     - If you are unable to leave the building due to a physical disability:
       - Go to the nearest protected area where there are no hazards.
       - Use a telephone to call 911 & 646-971-3611, or use other means to advise them of of your situation.
       - Give your name, your location and room number.
       - If unable to call, signal out the window to on-site emergency responders.
       - One person may remain with you if they wish to assist you.
   - Report any missing or trapped people to the emergency responders.

EVACUATION ALARM SIGNALS

may include

HORNS / STROBES / VOICE

Medical Emergency

1. **PROTECT** VICTIM FROM FURTHER INJURY.
   - Remove any persistent threat to the victim. Do not move the victim unnecessarily.

2. **CALL 911** TO OBTAIN EMERGENCY MEDICAL CARE.
   - Report the location of the person and the nature and extent of injuries.
   - Notify Campus Security 646-971-3611.

3. **PROVIDE FIRST AID** IF YOU HAVE APPROPRIATE TRAINING.

Police Emergency

1. **PROTECT YOURSELF** FROM HARM.
   - Attempt to remove yourself from any danger.

2. **CALL 911** TO OBTAIN POLICE ASSISTANCE.
   - If possible, call from a safe location.

3. **PROVIDE** THE FOLLOWING INFORMATION TO THE POLICE:
   - Location of Crime   •   Nature of crime & specifics   •   Any injuries
   - Description of suspects   •   Direction of travel of suspects   •   Description of vehicles involved

4. **DO NOT** PURSUE OR ATTEMPT TO DETAIN SUSPECTS.

Other Emergencies

1. **EVACUATE** IF NEEDED AND CALL 911 TO REPORT OTHER EMERGENCIES.

For more information on Fire Prevention: www.security.tech.cornell.edu

Facility Fire Safety Equipment

The following tables provide information about the fire safety equipment in on-campus student housing facilities.

There are approximately (41) portable fire extinguishers located throughout The House.

On- Campus Student Housing	Fire Alarm System	In Room Smoke Alarms	Common Corridor Smoke Detection	Fire Alarm Monitored by Central Station	Fire Sprinkler System	# of fire drills conducted each academic year
The House 1 East Loop Road	Yes	Yes	Yes	Yes	Full	4

The following tables provide information about fires that have occurred at Cornell Tech on-campus housing facilities during the 2019, 2020, & 2021 calendar years. Fire logs may be viewed at the Bloomberg Center 2 West Loop Rd NY NY 10044

2021 On-Campus Housing Facility Fire Log

Date of Fire	Time of Fire	Building:	Fire Category	Fire Cause	Property Damage	Injuries	Deaths
		No fires to report					

2020 On-Campus Housing Facility Fire Log

Date of Fire	Time of Fire	Building:	Fire Category	Fire Cause	Property Damage	Injuries	Deaths
		No fires to report					

2019 On-Campus Housing Facility Fire Log

Date of Fire	Time of Fire	Building:	Fire Category	Fire Cause	Property Damage	Injuries	Deaths
		No fires to report					