

Strategic Partners in Protection

Internal Partners

Facilities and Construction Management Information Technology Services

Student Services Residence Life Services

Public Sector Partners

Department of Community Affairs, Bureau of Fire Safety

Jersey City Fire Department

Private Sector Partners

Simplex Grinnell FM Global

Protection One PPM-2000 (Dictaphone)

Warner Communications Co., Inc.

Fire Management Program Staff

Bruce D. Harman, Fire Inspector/ Fire Official
Director of Public Safety

Rita Oleas, Director Environmental Health and Safety

Darryl DeMott, Fire Inspector/ Fire Official
Fire Safety Coordinator

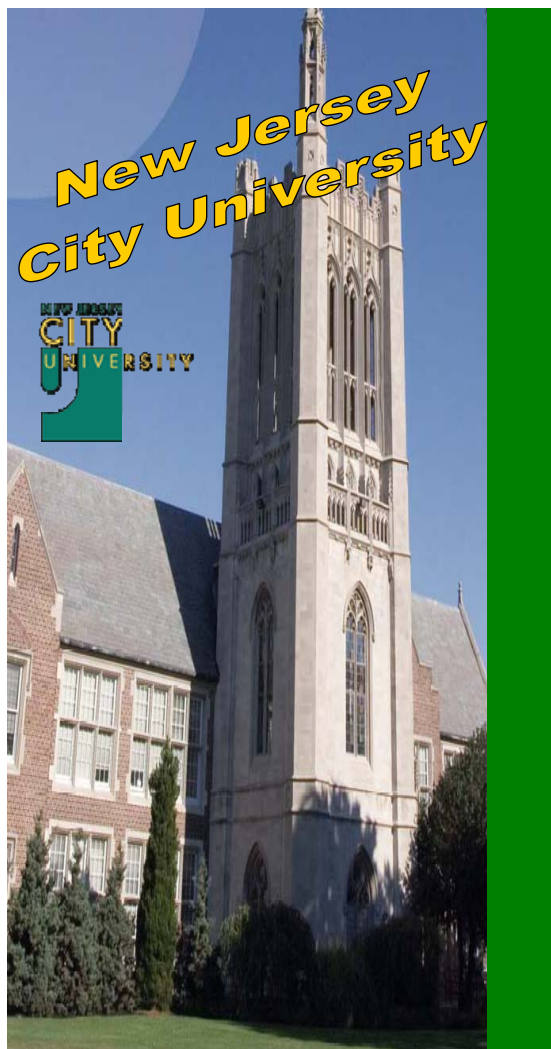
Joe Rodriguez, Fire Inspector/ Fire Official
Assistant Director



New Jersey City University
Public Safety Department
201-200-3127

http://web.njcu.edu/sites/publicsafety/Content/fire_safety_management.asp

For Emergencies Dial
Campus extension # 55 or (201) 200-3128
24 hours / 7 days a week



Fire Protection Management Program

Vision

Building a best-in-class university public safety department in partnership with our students, faculty, staff and strategic private and non-profit partners.

Our Program

The New Jersey City University Public Safety Department, Fire Protection Management Program was instituted to protect students, faculty, staff, visitors and facilities from the dangers of fires, explosions and hazardous conditions which may cause injury or damage.

Our program is designed to meet and exceed compliance with Federal Laws, State of New Jersey Fire Prevention Requirements and local laws governing basic life safety and campus protection.



Programs include: fire evacuation drills, fire safety education for students, faculty, and staff; fire inspections of campus buildings and public assembly events, emergency procedure planning and training, fire data analysis, code consultation, general fire safety issue consultation and coordination and issuance of required permits. We also participate in construction plan review and associated inspection services along with our Facilities and Construction Management Department.

At NJCU we believe that effective fire protection management occurs when human elements are appropriately interfaced with modern technological advancements. In order to accomplish our mission, we pursue an aggressive program geared at:

- Training the protection staff
- Fire Safety Awareness for the University Community
- Fire Safety inspections to ensure Code Compliance
- Installation, maintenance and inspection of fire protection equipment.

State Fire Inspections:

NJCU is inspected by the New Jersey Department of Community Affairs, Bureau of Fire Safety (All Buildings)

Training

- Public Safety Personnel conduct workshops during freshmen and residence life orientation each year. Workshops are also available to all university members upon request at any-time.

- Public Safety Staff members who hold NJ Fire Inspector/Fire Official Certification attend continuing education programs each year.



- NJCU fire extinguisher vendors conduct on campus fire extinguisher classes for the protection of faculty, staff and students.

Jersey City Fire Department conducts drills on campus of the various campus buildings covering all shifts. Special emphasis is given to residence halls.

- The Public Safety Department conducts fire drills in all buildings, in addition to those conducted with the JCFD.
- Fire safety awareness programs/activities are held during Fire Prevention month (October) that include; dormitory fire safety workshops, portable hands on fire extinguisher training, fire safety presentations, and educational activities.
- Familiarization tours are conducted with the Jersey City Fire Department on a periodic basis.
- Public Safety Personnel are cross trained to conduct inspections of the campus facilities to recognize the hazards and risks associated with fire and life safety.
- Public Safety Personnel are also trained in properly using Evac-U-Trak chairs.

Drills and Maintenance

Fire Drills:

New Jersey City University conducts announced and unannounced scheduled fire drills, some of which are monitored by the Jersey City Fire Department at various hours throughout the day and evening. Special emphasis is placed on the residence halls, the Day Care Center, A. H Moore School and the University Academy Charter High School. In addition, all fire drill reports are submitted to the Division of Fire Safety and Jersey City Fire Prevention Bureau for review.

Fire Drill Procedure:

- Fire drills will be initiated by the activation of a device offsetting the horns and strobes located throughout the building.
- All faculty, staff and students must respond immediately and move quietly to the nearest exit in an orderly fashion, whether it is a drill or an actual emergency.
- All members of the University community must follow the rules of safety by quickly clearing the corridors and exits and moving 50 feet away from the building to assigned assembly areas.



Note:

- Do not use elevators.
- Close all doors but do not lock.
- Do not re-enter the building until notified by security or the fire department.



Emergency Coordinators:

New Jersey City University has instituted a Building Evacuation Plan as mandated by the Jersey City (High Rise) Ordinance 01-088. In the event of an emergency evacuation, the University will utilize a Floor Warden System. The Wardens consist of University employees who are responsible for directing the orderly movement

of people in their immediate work area to the nearest and safest exits outside and away from the building.

The New Jersey City University Public Safety Department provides information, training and support to the team of Coordinators to ensure that the University maintains a reasonable standard of life safety.

Systems Maintenance (Ensuring Operability):

- NJCU contracts with a private vendor who inventories and services all campus fire extinguishers on an annual basis.
- Public Safety Officers conduct on-going inventories and operability checks of all campus extinguishers.
- NJCU contracts with Simplex to maintain all campus fire alarm systems and to conduct quarterly inspections of alarm systems on an annual basis. Twenty five percent of the devices in each building are tested on a quarterly basis in each building.



- NJCU contracts with an outside vendor to conduct all code required testing of fire suppression systems on campus.
- NJCU Public Safety Department and Facilities Department conducts monthly inspections of all emergency generators and weekly inspections of all fire pumps on campus.
- NJCU Public Safety Department inspects 10 Evac-U-Trak chairs monthly. These chairs are located in various buildings throughout the campus.

Fire Detection Equipment

Fire Detection Equipment:

As part of our continued development of the fire safety program, New Jersey City University has designed and installed a new state of the art fire detection system. The current fire alarm system has been upgraded to a new Simplex Graphical Command Center (GCC) which provides easier interaction with the network as well as enhances communication and reporting features. The new GCC enables the user to pinpoint the exact location of an alarm condition thus improving response and minimizing risk to building occupants and property.

Other fire protection equipment includes but is not limited to: automatic sprinkler systems, standpipe systems, fixed suppression systems, emergency power generators, fire pumps, fire extinguishers and fire hydrants.

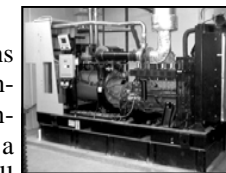
Sprinklers:

In addition to the fire detection systems, every residence hall is protected with an automatic sprinkler system that will minimize and control the spread of a fire. NJCU installed and completed the installation of the sprinkler system three years ahead of schedule as result of and requirement by the New Jersey Dormitory Fire Safety Act. As part of NJCU overall fire alarm maintenance contract with Simplex Grinnell, all campus fire suppression systems undergo quarterly and annual inspections and tests according to National Fire Protection Association standards. NJCU Public Safety staff and Facilities Department staff also conduct weekly inspections of all fire pumps on campus.



Emergency Generators:

The University maintains twelve emergency power generators to ensure uninterrupted service during a power outage or loss. As well as providing power to common areas and exit ways



Fire Detection Equipment Cont..

throughout the University the Emergency Power generator also serves as a secondary power source to fire alarm systems, fire pumps, two-way radios, and security and Critical Incident Response Team (CIRT) command center. In addition, NJCU Public Safety Department and Facilities Department conduct monthly tests and inspections of all generators on campus.

Communications:

The Central Command Station (headquarters) is staffed 24 hours a day/ 7 days a week. A direct number to Security (ext. 55) is available for emergencies. Public Safety Supervisors and Staff members are equipped with a cell phone and Nextel Direct-Connect capabilities. All Security staff and Supervisors also have a hand held radio for direct communications at all times. A Dictaphone records all incoming telephone communications to the Central Command Station.



PUBLIC ADDRESS SYSTEM:

New Jersey City University recently installed a Bogen Public Address System as a secondary means of emergency communication covering both the interior and exterior of 20 University buildings. The system allows for announcements to be made to selected areas equipped with speakers. It can be used to announce directives in emergencies and non-emergencies situations.

Bogen is a leading manufacturer and designer of sound system used in the field of telephone paging, public address and intercommunication. Their system supports NJCU commitment to provide proper safety and communication methods to notify the campus population of any emergency situations that may arise which require a particular response or action. The Public Safety staff is fully trained on the systems operation and also conducts monthly inspections to ensure the system's reliability.