

LAMAR INSTITUTE OF TECHNOLOGY, LAMAR STATE COLLEGE PORT ARTHUR, AND LAMAR STATE COLLEGE ORANGE

Fire and Life Safety Code

I. SUMMARY

- A. The Texas Legislature requires all state agencies to follow [NFPA 101](#) and has given the State Fire Marshal's Office authority for enforcement. In return, the State Fire Marshal's Office recognizes the Office of Campus Safety – Shared Services as the Local Authority Having Jurisdiction to enforce NFPA 101 Life Safety Code. Lamar Institute of Technology, Lamar State College Port Arthur, and Lamar State College Orange hereby adopt the current NFPA 1 Uniform Fire Code and NFPA 101 Life Safety Code as the "Lamar Institute of Technology, Lamar State College Port Arthur, and Lamar State College Orange Fire and Life Safety Code."
- B. The Office of Campus Safety – Shared Services is committed to the preservation of life and property through a comprehensive, viable Fire and Life Safety Code. Fire safety in educational facilities warrants special attention. Special efforts must be made to reduce the need for evacuating a building. Educational facilities must rely on superior construction, fire prevention, early discovery, and extinguishment of incipient fires with prompt, efficient response to all suspected fire emergencies.
- C. The Lamar Institute of Technology, Lamar State College Port Arthur, and Lamar State College Orange Fire Code will emphasize prevention and whenever possible, superior design and construction of facilities. Fire prevention will be accomplished by maintaining compliance with the Colleges' Fire and Life Safety Code and through the establishment of good fire and life safety work habits at the Colleges. The administrations of Lamar Institute of Technology, Lamar State College Port Arthur, and Lamar State College Orange are committed to this Fire and Life Safety Code as a means to prevent the loss of life and reduce property losses, which may occur when fire strikes.

II. PURPOSE AND SCOPE

- A. The purpose of the Fire and Life Safety Code is to protect the Lamar Institute of Technology's, Lamar State College Port Arthur's, and Lamar State College Orange's faculty, staff, students, and visitors from injury and/or loss of property or life from fire.
- B. The Fire and Life Safety Code applies to all College entities regardless of funding source, and to faculty, staff, vendors, students, and contractors while on College property.

III. DEFINITIONS

Fire and Life Safety Code

- A. **Authority Having Jurisdiction:** The organization, office, or individual responsible for “approving” equipment, an installation, or a procedure regarding compliance with the Fire and Life Safety Code.
- B. **Fire Codes:** Local, state or consensus regulations related to fire protection and prevention.
- C. **Fire Marshal:** The Executive Director of Campus Safety – Shared Services who has been empowered to manage the fire prevention and protection program. The Executive Director of Campus Safety – Shared Services is empowered to act for the Executive Vice President of Finance and Operations – Shared Services in all matters related to fire safety.
- D. **Local Authority Having Jurisdiction:** Powers granted by the Authority Having Jurisdiction, to the organization, office or individual responsible for “approving” equipment, an installation, or a procedure regarding compliance with the Fire and Life Safety Code.
- E. **National Fire Protection Association (NFPA):** An international voluntary organization to promote the fire protection and establish safeguards against the loss of life and property.

IV. OBJECTIVES

- A. To prevent the number of fire-related incidents on the Lamar Institute of Technology, Lamar State College Port Arthur, and Lamar State College Orange campuses.
- B. To ensure that proper fire and life safety practices are conducted on campus.
- C. To ensure compliance with the sound fire safety practices through a comprehensive inspection program.
- D. To provide on-going fire safety education to faculty, staff, and students.
- E. To provide state-of-the art information from the national code or standard making agencies concerning fire and life safety.
- F. To provide fire and life safety expertise relevant to the development of evacuation plans.
- G. To ensure that renovation and new construction meet national standards of practice for fire and life safety.

V. RESPONSIBILITIES

- A. The Executive Director of Campus Safety – Shared Services acts as the Authority having jurisdiction in matters concerning fire and life safety. The Office of Campus Safety – Shared Services is responsible for the implementation of all aspects of the Fire and Life Safety Code, for maintaining compliance with all codes and standards applicable to fire and life safety, and for establishing good fire safety work practices at the Colleges.

Fire and Life Safety Code

1. Executive Director of Campus Safety – Shared Services

- To fulfill the role of campus Fire Marshal and provide ex-officio representation to the appropriate safety committee(s). The Executive Director of Campus Safety – Shared Services informs the committee in matters concerning fire and life safety and recommends appropriate action as required.
- To review plans and specifications concerning renovation projects and new construction for fire and life safety concerns.
- To serve as the authority having jurisdiction in all fire and life safety issues.
- To serve as the College liaison to the Beaumont Fire Department, Port Arthur Fire Department, Orange Fire Department, and the State Fire Marshal's Office.
- To serve as the College liaison in working with the insurance carriers' engineering representative in fire protection matters.
- To issue permits for welding and cutting and dust production operations on campus.
- To issue permits for the use of temporary open flame devices.
- To issue permits for temporary impairment of fire protection systems.
- To review plans for the installation of fire protection systems.
- To investigate the cause and origin of all fires which occur on College property and report all fires to the State Fire Marshal's Office in a timely manner.

2. EHS Specialist – Shared Services

- To provide fire safety training in the proper use of portable fire extinguishers, fire safety work practices, and response to suspected fire emergencies.
- To provide expertise and assistance in the development of evacuation plans and conduct evacuation drills as required.
- To inspect all campus facilities for fire and life safety concerns and to provide code reference to violations and corrective action follow-up to those areas requiring attention.
- To inspect and maintain all fire extinguishers on College property.
- To advise departments, colleges, agencies, and other College entities as to the requirements relevant to fixed extinguishing systems which are part of their operations.
- To observe or assist Facilities (Physical Plant) in the testing of all fire pumps, sprinkler systems, smoke and heat detectors, fire alarm systems, and fire hydrants.
- To provide general evacuation procedures and assist colleges and departments in the development of more specific procedures.
- To review plans for commercial tent installations on campus.

3. Facilities (Physical Plant) Responsibilities

- To ensure fire protection equipment/systems are maintained and the maintenance work is documented either by Facilities (Physical Plant) personnel or by an outside vendor.
- To provide the Executive Director of Campus Safety – Shared Services copies of all documents related to maintenance of fire-related equipment/systems.

Fire and Life Safety Code

- To ensure Facilities staff is appropriately trained to assist the Fire Department in case of fire and perform required preventative maintenance on fire equipment/systems.
- Ensure that all construction plans, specification documents, contractors, and construction projects adhere to all codes adopted by the State Fire Marshal and adhere to all Lamar Institute of Technology, Lamar State College Port Arthur, and Lamar State College Orange Specifications as they pertain to fire and general life safety.
- Provide plans and specifications concerning renovation projects and new construction for fire and general life safety concerns to the Executive Director of Campus Safety – Shared Services for review, comment, and approval.

4. Department Responsibilities

- Ensure employees are provided the necessary training and instruction in maintaining documentation.
- Enforce all Lamar Institute of Technology, Lamar State College Port Arthur, and Lamar State College Orange policies and procedures.
- Take appropriate action on all reported fire and life safety complaints. If the complaint cannot be resolved in the department, forward the complaint to the Office of Campus Safety – Shared Services. Auxiliary groups including, but not limited to, Student Affairs, the Student Center, and the Athletics Department shall participate in College programs established for the maintenance of fire protection equipment. Contracted services must be pre-approved by the Office of Campus Safety – Shared Services. Documentation of contracted services and work performed must be provided to the Office of Campus Safety – Shared Services.

5. Individual Responsibilities

- All employees will acquaint themselves with policies and procedures related to fire protection and prevention.
- All students, faculty, employees, visitors, vendors, and contractors will abide by Lamar Institute of Technology, Lamar State College Port Arthur, and Lamar State College Orange fire safety policies and procedures and the College fire and life safety code.
- Employees and students should report suspected code violations or other unsafe conditions to their immediate supervisor; if not possible, please notify the Office of Campus Safety – Shared Services.

VI. REFERENCES

NFPA 1 Uniform Fire Code, most recent edition as applicable
NFPA 101 Life Safety Code, most recent edition as applicable