

Memorandum

To: University Apartment and House Residents

From: UT Arlington Housing and Residence Life

Subject: **Fire Safety Regulations**

All residents should be concerned about fire safety and the very real dangers to life and property and protect themselves accordingly. Safety inspections of apartments and houses can and will be conducted at any reasonable time to ensure smoke detectors are working properly and there are no violations of the Life Safety Code or the University Rules. Such inspections may be unannounced or performed in conjunction with other building services. University staff and/or the State Fire Marshal may perform safety inspections. **A copy of our fire safety inspection form is located on the back of this memo. Please take time to complete a self-inspection of your residence to avoid being fined for inspection violations.**

Residents should be particularly mindful of our candle policy that states candles must be new with wicks cut and no evidence of burning. Also possession of incense, fuels, and halogen lighting are fire safety violations and may result in fines. In addition, residents must replace any extension cords with heavy-duty, three-prong, UL listed power strips with surge protection. These and other fire safety violations are listed in the Apartment and Houses Handbook that you received when you moved in. If you did not receive an Apartment and Houses Handbook or would like an additional copy please stop by the Housing Office in the University Center.

Resident should be attentive while cooking. Do not leave food unattended on the stove or in the oven. You should not leave your apartment while you have food cooking on the stove or in the oven.

Please use caution when using aerosol spray household products such as hair sprays, insect sprays and air fresheners. These products and others can ignite and cause serious injury or death if used in an unsafe manner and/or near an open flame or hot surface. Always read the product label and follow the instructions for proper use. Provide ample ventilation and never spray near or around an open flame such as gas appliances, pilot light on a stove, hot water heater, etc.

We want to thank you in advance for your cooperation in this matter and for your conscientious attempt to make the environment in which you live a safer one.

Housing Fire and Life Safety Inspection

UTA is committed to providing a safe living environment and the Environmental Health and Safety (EH&S) office takes this commitment seriously. Each student is responsible for maintaining their living area in a clean and safe manner in accordance with the housing policies. Occupants are required to take all steps necessary to comply with UTA Housing Policy or any directive from a university official.

Residents should be aware of the following information:

1. Deficiencies must be corrected immediately.
2. If violations are found during the initial inspection, an unannounced follow-up inspection may be conducted anytime 48 hours after the initial inspection.
3. Residents who fail to correct violations after the initial inspection may be fined again during the follow-up inspection.
4. All fines noted below will be charged to the leaseholder's student account.

DEFICIENCIES MUST BE CORRECTED IMMEDIATELY

<i>Initial Inspection</i>		<i>Follow Up Inspection</i>		Inspection Violations
Violation Found	Initial Violation	Violation Found	Repeat Violation	
	\$50		\$50	Causing a fire alarm through negligence
	\$100 + cost of damages		\$100 + cost of damages	Causing a fire through intention or negligence
	\$100 + cost of repairs		\$100 + cost of repairs	Disabled or damaged smoke detector
	\$100 + cost of repairs		\$100 + cost of repairs	Damage to fire sprinkler equipment
	\$50		\$50	Possession or use of candles (with wicks or evidence of burning), incense, or other open flame lighting
	\$50		\$50	Possession or use of explosives/fireworks/weapons
	\$50		\$50	Possession or use of fuels (gasoline and other flammable liquids)
	\$50		\$50	Possession or use of halogen lighting or a lamp exceeding 120 watts
	\$50		\$50	Obstructing a route of fire egress
	\$50		\$50	Items hanging from fire protection equipment
	Warning		\$50	Personal items located within 18 inches of any sprinkler head
	Warning		\$50	Use of extension cord(s) (<i>Only heavy-duty, three-prong, UL listed power strips with surge protection are allowed</i>)
	Warning		\$50	Overloaded electrical outlet/use of multi-outlet adapter without surge protection
	Warning		\$50	Power strip not plugged directly into outlet
	Warning		\$50	Exposed wiring
	Warning		\$50	Excessive paper or trash
	Warning		\$50	Combustible materials hanging from ceiling, window or more than 10% of walls
				Apartment Units Only
	Warning		Cleaning Cost	Kitchen area free of grease
	\$50		\$50	Improper disposal of smoking materials (cigarettes, cigars, etc.) in apartment common areas
				Residence Halls Only
	\$50		\$50	Possession of non – approved heater or appliance Items(s) found: _____
	\$50		\$50	Door closure unhooked
	\$50		\$50	Door propped open
	\$25		\$25	Smoking in building