

BOWDOIN COLLEGE

Residential Fire Drill Procedures

The purpose of these procedures is to provide information to students and employees of Bowdoin College regarding annual fire drills in student residences in compliance with NFPA 101 Life Safety guidelines, and 34 CFR 668.49 effective July 1, 2010 as the *Campus Fire Safety Right-To-Know Act*.

Responsible Persons. The following persons or designees will be responsible for organizing and administering residential fire drills as outlined below:

Director of Environmental Health and Safety– program management, regulatory compliance, notifications, reporting, and documentation.

Assistant Director of Safety and Security – scheduling, personnel,

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Drill Performance Evaluations. The designated OIC will document the time to clear the building and any life safety deficiencies or violations noted during the clearing. This information will be written up in a security report distributed to the Office of EHS for recordkeeping.

Reporting. The OIC will compile a report of the drill results and life safety deficiencies or violations observed, and submit them to the Director of Safety and Security. The Director of Safety and Security will submit a summary of the results to the above-mentioned College entities.

Campus residential fire safety statistics and other reporting requires outlined in 34 CFR 668.49 will be presented by the Director of Safety and Security in the Annual Security Report on Campus Crime, Fire, Alcohol, and Illegal Drugs, available on the [Safety and Security](#) website.

Attachments: Fire Safety Training for Residents of the College

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RESIDENCES AND ASSOCIATED RALLY POINTS: