ANNUAL FIRE SAFETY REPORT
October 1, 2011
POLICY:

FIRE SAFETY REPORTING AND DISCLOSURES

Introduction

As required by the Higher Education Opportunity Act (HEOA), Albert Einstein College of Medicine of Yeshiva University has established the following reporting and disclosure procedures with respect to fire safety in Einstein on-campus student housing. The reporting and disclosure requirements described below apply only to fires that occur in the University’s Einstein on-campus student housing, which is defined as student housing that is owned or controlled by the University or located on property that is owned or controlled by the University, and located within the reasonably contiguous geographic area that makes up the Einstein Campus.

The University is committed to providing a safe and healthful work environment for all of its faculty, employees, students, and visitors.

Reporting Fires to Campus Authorities

Einstein students and employees should report all fires that occur in on-campus student housing to the Einstein Campus Security Department at (718) 430-2019, Engineering Department at (718) 430-3000, or Department of Environmental Health & Safety (EH&S) at (718) 430-4150. If not already contacted, such personnel shall immediately call 911. Einstein has an incident report form in which all information pertaining to the fire incident is documented. After a report of a fire has been made to any such office, such office will inform the Fire Safety Officer and he/she will complete an incident report form for the fire and the report will be included in the Daily Fire Log referred to below.

Fire Safety Disclosures

With respect to fires in on-campus housing, Yeshiva University campuses make three disclosures. Each campus publishes an annual fire safety report, annually reports its fire statistics to the U.S. Department of Education, and makes, keeps, and maintains a daily fire log. The procedures for each of these three disclosures for the Einstein Campus are described below.
**Annual Fire Safety Report**

The Einstein Campus publishes an Annual Fire Safety Report. The Einstein Fire Safety Officer is responsible for collecting the required information and publishing the report. The Einstein Annual Fire Safety Report is published concurrently with its Annual Campus Security Report as the HEOA regulations permit the fire safety and campus security reports to be published concurrently as long as the title of the report states that the report contains both the fire safety and campus security information.

**Statistics**

The following statistics for each Einstein on-campus student housing facility, for the three recent calendar years for which data is available:

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<th>STUDENT HOUSING FACILITY</th>
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**Relevant Fire Safety Definitions**

For the purposes of the reporting and disclosure described above, Einstein defines the relevant terms as follows.

- **“Fire”**: Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.
- **“Cause of Fire”**: The factor or factors that give rise to a fire, including intentional action, unintentional, mechanical failure, or an act of nature.
- **“Fire-related injury”**: Any instance in which a person is injured as a result of fire. This included injuries sustained from natural or accidental causes and injuries sustained while involved in fire control attempting a rescue, or escaping from a fire.
- **“Fire-related death”**: Any instance in which a person is killed as a result of a fire, or dies within one year of injuries sustained as a result of a fire.
- **“Value of property damage”**: The estimated value of the loss of the structure and its contents, including contents damaged by fire, smoke, water, and overhaul.

**Description of Fire Safety Systems**

Yeshiva University owns and operates the following four multi-floor apartment buildings on the Einstein Campus, which are used for residential living. These premises contain one, two and three bedroom apartments.

- **Rhinelander**: 1579 Rhinelander Ave, Bronx, NY
- **Staff Housing**: 1925 Eastchester Rd, Bronx, NY
- **Staff Housing**: 1935 Eastchester Rd, Bronx, NY
- **Staff Housing**: 1945 Eastchester Rd, Bronx, NY
**1579 Rhinelander Ave**

This is a 6-story non-fireproof multiple dwelling consisting of 130 apartments. There are 2 compactors protected by a sprinkler system, and sprinklers in the laundry room. There are smoke detectors in the hallways and in each apartment. There is security 24 hours a day.

**1925 Eastchester Rd**

This is a 28-story fireproof building consisting of 210 apartments. There are sprinkler systems in the compactor, compactor room and underground parking garage. There are smoke detectors in the hallways and in each apartment. There is a standpipe in stairway “C” supplied by city water and exterior Siamese connection. There is security 24 hours a day.

**1935 Eastchester Rd**

This is a 28-story fireproof building consisting of 210 apartments. There are sprinkler systems in the compactor and compactor room. There are smoke detectors in the hallways and in each apartment. There is a standpipe in stairway “C” supplied by city water and exterior Siamese connection. There is security 24 hours a day.

**1945 Eastchester Rd**

This is a 28-story fireproof building consisting of 210 apartments. There are sprinkler systems in the compactor and compactor room. There are smoke detectors in the hallways and in each apartment. There is a standpipe in stairway “C” supplied by city water and exterior Siamese connection. There is security 24 hours a day.

**Number of Fire Drills held on Campus**

No fire drills are conducted by Einstein in these apartment buildings. We conducted an Emergency tabletop Drill for Staff Housing on June 27, 2011.

**Rules on portable electrical appliances, smoking, and open flames in a housing facility**

In general, residents are expected to maintain adequate standards of cleanliness to avoid fire hazards and must not obstruct sidewalks, entrances, passages, fire escapes, elevators, lobbies, stairways, corridors, or halls with personal property.

Residents may not install any water-filled furniture, dishwashers, washing machines, dryers, or air conditioners in the apartments.

Smoking is prohibited in all indoor areas of Einstein buildings and facilities, except within the privacy of residential apartments.
Housing procedures for evacuation in case of a fire

EMERGENCY EVACUATION: General Emergency Fire Safety Instructions

- Keep calm. Do not panic. Notify the Fire Department as soon as possible. Fire Department personnel will be on the scene of a fire within minutes of receiving an alarm.

- Because flame, heat, and smoke rise, generally a fire on a floor below your room or apartment presents a greater threat to your safety than a fire on a floor above. Do not overestimate your ability to put out a fire. Most fires cannot be easily or safely extinguished alone. Do not attempt to put a fire out once it begins to quickly spread. If you attempt to put a fire out, make sure you have a clear path of retreat from the room.

- When exiting the building during a fire, close all doors as you exit to confine the fire. Never use the elevator. It could stop between floors or take you to where the fire is.

- Heat, smoke, and gases emitted by burning materials can quickly choke you. If you are caught in a heavy smoke condition where visibility is poor, get down on the floor and crawl. Take short breaths, breathing through your nose.

- If your clothes catch fire, don’t run. Stop where you are, drop to the ground, cover your face with your hands to protect your face and lungs, and roll over to smother the flames.

Campus policies regarding fire safety education and training programs, which include the procedures that student and employees should follow in the case of a fire.

All students and employees are trained on procedures to follow in case of a fire or emergency. Residents in on-campus housing are given information about fire safety with their rental package.

For more information regarding these topics, visit the Environmental Health and Safety page on the Einstein website at www.einstein.yu.edu/ehs.

List of the titles of each person or organization to which students and employees should report that a fire occurred.

At the onset of a fire, students and employees should report all fires to the New York City Fire Department by dialing 911. The Einstein Campus Security Department at (718) 430-2019, Engineering Department at (718) 430-3000, or Department of Environmental Health & Safety (EH&S) at (718) 430-4150 should also be notified as soon as possible.
Any plans for improvements in fire safety, should the University determine that improvements are necessary.

We are planning to phase in a public announcement system into Staff Housing.

Each Yeshiva University campus will distribute its Annual Fire Safety and Campus Security Report to all current students and employees by October 1 of each year. The combined reports for the Einstein Campus will be posted on the Environmental Health and Safety page on the Einstein website at [www.einstein.yu.edu/ehs](http://www.einstein.yu.edu/ehs) and a notice that briefly describes the combined reports will be distributed to all students and employees.

**Annual Report to the U.S. Department of Education**

As required by federal law, Yeshiva University reports annually to the Education Department the fire statistics listed above for Einstein on-campus student housing facility. The University reports these statistics through the Education Department web-based data collection system.


**Daily Fire Log**

As required by federal law, each Yeshiva University campus maintains an easily understood written Daily Fire Log. Each campus’ Security Department will be responsible for maintaining the Daily Fire Log; except at the Einstein Campus, the Fire Safety Officer shall be responsible.

The Daily Fire Log lists the following information for each fire that occurs in on-campus student housing: the date the fire occurred, time of occurrence, general location and nature of fire.

For the Einstein Campus, the Fire Safety Officer makes entries in the Daily Fire Log within two business days of receiving a report of a fire and updates those entries within two business days anytime he/she receives additional information about the fire. The entries in the Daily Fire Log are eventually used to generate the Annual Fire Safety Report. The Daily Fire Log for the Einstein Campus is maintained by the Fire Safety Officer in the Einstein Safety Office of the Environmental, Health and Safety Department at 1300 Morris Park Avenue, Bronx, NY 10461, Forchheimer Building, Room 800. The Daily Fire Log will be available, upon request, and kept separate from the Crime Log. The most recent 60 days of the Daily Fire Log for the Einstein Campus is available in the Einstein Safety Office for inspection by the public on Monday through Friday during business hours. Portions of the Daily Fire Log which are older than 60
days will be made available within two business days of a request for public inspection. Yeshiva University maintains each Daily Fire Log for three years following the publication of the last annual Daily Fire Safety report to which that Log applies. Thus, the University maintains each Daily Fire Log for a period of at least seven years.