

Fire Safety Disclosures

Fire Log:

Memphis Theological Seminary is required by the Higher Education Association to maintain a daily fire log. The Daily Fire Log is maintained and prepared daily and submitted with the daily crime log. The fire log is maintained and made available through the Director of Facilities and Safety. The fire log is required for the following student commuter housing residences 129-131 Roberta Dr., 133-135 Roberta Dr., 139-141 Roberta Dr.

| Fire Statistics for 2011-2012-2013 Annual Fire Safety Report | | | | | |
|---|-----------------------------------|-----------|---------------|-------------------------|-----------------------------------|
| Statistics and Related Information Regarding Fires in Residential Facilities | | | | | |
| Residential Facilities | Total Fire Each Building | Fire # | Cause of Fire | Death or Injuries | Value of Property Damage |
| 129-131 Roberta Dr. | 0 | 0 | NA | 0 | 0 |
| 133-135 Roberta Dr. | 0 | 0 | NA | 0 | 0 |
| 139-141 Roberta Dr. | 0 | 0 | NA | 0 | 0 |
| 2397 Union Ave | 0 | 0 | NA | 0 | 0 |

FIRE SAFETY SYSTEMS IN M.T.S. Commuter Housing

| Address | Fire Alarm Monitored | Sprinkled | Smoke Detection | Fire Extinguisher | Evacuation Plan | Fire Drills |
|-----------------|----------------------|-----------|-----------------|-------------------|-----------------|-------------|
| 129-131 Roberta | No | No | Yes | Yes 2 | Yes | No |
| 133-135 Roberta | No | No | Yes | Yes 2 | Yes | No |
| 139-141 Roberta | No | No | Yes | Yes 2 | Yes | No |
| 2397 Union Ave | No | No | Yes | Yes | Yes | No |

Policy Statement Addressing Policies and Rules on Portable Electric Appliances, Smoking and Open Flames in Student Housing Facilities

The Department of Facilities and Safety performs monthly Health and Safety Inspections within the commuter housing. Inspections will be unannounced. The inspections are designed to find and eliminate safety violations. Students are required to read and comply with Student Housing Guidelines which include rules and regulations for residential usage. The inspections include but are not limited to, a visual examination of electrical cords, testing of smoke detectors, fire extinguishers and other life safety systems.

In addition each room will be inspected for the presence of prohibited items (e.g. sources for open flames, such as candles, non surge protected extension cords, halogen lamps, portable cooking appliances in non kitchen areas) or prohibited activity (e.g. smoking in the room, tampering with life safety equipment, procession of pets etc.). This inspection will also include a general assessment of food and waste storage and cleanliness of the room. Prohibited items will be immediately disabled with a locking devise or confiscated and donated/discarded if found without reimbursement.

Procedures for Student Housing Evacuation In Case of a Fire.

In the event a fire occurs within student housing the Seminary expects that all community members will evacuate by the nearest exit, closing doors as they leave. Once you are safely out of the building it is appropriate to dial 911 and the Director of Safety at 901-334-5834 or 901-355-5882. Students and staff are informed where to relocate at the time of the alarm. The policy of Memphis Theological Seminary is that all occupants must evacuate from the building, closing doors as they leave. No training is provided to students or employees in

firefighting or suppressions activity as this is inherently dangerous and each community member's only duty is to exit safely and quickly, shutting doors along the exit path as they go to contain the spread of flames and smoke, and to activate the alarm as they exit if available. At no time should the closing of doors or the activation of the alarm delay the exit from the building.

**List of Persons Whom Students and Employees
Should Report a Fire Occurred**

Per Federal Law, Memphis Theological Seminary is required to annually disclose statistical data on all fires that occur in on campus student housing facilities. Listed below are the non-emergency numbers to call to report fires that have already been extinguished in on campus student housing. These fires for which you are unsure whether the Memphis Theological Seminary may already be aware. If you have evidence of such a fire or if you hear about such a fire, please contact one of the following.

Director of Facilities and Safety (901-334-5834) or (901-355-5882)

Security Officer on Duty (901-834-7877)

Director of Student Services (901-334-5806)