



SOUTH TEXAS
COLLEGE

FIRE AND LIFE SAFETY PLAN

Environmental, Health, and Safety
8-21-2023

South Texas College

South Texas College (STC) is committed to maintaining the highest standard of fire and life safety at all STC campuses. South Texas College is to comply with local laws and regulations enforced by municipalities where South Texas College premises are located. It is the responsibility of all faculty, staff, students and visitors to follow the standard operating procedures written in this plan.

Purpose

- To help prevent fire-related accidents and injuries
- Increase fire and life safety awareness
- Comply with all legal and regulatory requirements
- To protect lives and property on South Texas College Campuses.

Scope

To establish Standard Operating Procedures to comply with legal and regulatory requirements set by local municipalities such as the City of McAllen Fire Department, the City of Weslaco Fire Department, the Rio Grande City Fire Department, and the City of Pharr Fire Department. Abiding by these regulatory requirements is a shared responsibility, and all faculty, staff, students, and visitors are required to perform all STC operations in compliance with applicable International Fire Code (IFC) and National Fire Protection Association (NFPA) standards.

Definitions

Local Fire Protection Municipalities – Local Fire Department Marshal's office with corporate status and jurisdiction of self-government as granted by national and regional laws.

Fire Code – Local, state, or consensus laws and regulations related to fire protection and prevention.

International Fire Code (IFC) – A comprehensive fire code that establishes minimum safety regulations complying with fire prevention and fire protection systems for new and existing buildings, facilities, storage, and processes using prescriptive and performance-related provisions.

National Fire Protection Association (NFPA) – a global self-funded nonprofit association, widely known as a codes and standards organization, devoted to eliminating death, injury, property and economic loss due to fire, electrical and related hazards.

Responsibilities

The Environmental, Health and Safety (EHS) department is responsible for:

1. The new implementation of all aspects of Fire and Life Safety.
2. Enforcing procedures to maintain compliance with all codes and standards applicable to fire and life safety.
3. Establishing good fire safety work practices at South Texas College.
4. Being the liaison between South Texas College and local fire protection municipalities.
5. Providing fire safety educational programs for all faculty and staff at South Texas College.

The Facilities Operations and Maintenance Department is responsible for:

1. Ensuring fire protection systems are maintained and documentation of work performed is submitted to Facilities Maintenance personnel.
2. Performing required preventative maintenance on fire equipment systems.
3. Maintaining buildings to comply with fire code requirements.
4. Correcting any fire code violation found in a building within a reasonable time period.
5. Ensuring that all construction plans, specification documents, contractors, and construction projects adhere to all codes adopted by the local fire protection municipalities as they pertain to fire and life safety.

All students, faculty, staff, visitors, vendors, and contractors are responsible for:

1. Becoming familiarized with procedures related to fire and life safety.
2. Abiding by the South Texas College Fire and Life safety Plan.
3. Reporting suspected code violations or other unsafe conditions to their immediate supervisor.

Local Inspections

1. The EHS department will begin in-house Fire Inspections annually.
2. After every building inspection, the EHS department is responsible to generate all work orders and provide guidance to building occupants for compliance purposes.
3. Facilities Maintenance department will be notified to complete all work orders created in a timely manner.
4. All other office deficiencies shall be fixed by the occupant in a timely manner.

Fire Marshal Inspections

1. All local municipalities Fire Marshal Inspections will be scheduled by the EHS department during the summer sessions.
2. After every Fire Marshal Inspection, the EHS department is responsible to generate and update a report that shall be sent to the Director of Facilities Operations and Maintenance.
3. All work orders for any deficiency will be created by the EHS department.
4. Once the work orders have been created, Facilities Maintenance department will be notified to correct in a timely manner.
5. One week before the re-inspection date, EHS department will inspect all pending deficiencies to verify the work was completed.
6. Any work pending will be reported to the Director of Facilities Operations and Maintenance.
7. All Fire Marshal deficiencies shall be corrected by the deadline date provided by local Fire Marshal's office.

EHS Office
 3201 W. Pecan Blvd Bldg. E
 McAllen, TX. 78501
 Ph. (956) 872-2107



**ENVIRONMENTAL, HEALTH AND SAFETY PROGRAM
 ANNUAL FIRE INSPECTION REPORT**

Address: _____ Building: _____
 Date of Inspection: _____

The following laws and regulations are to local City Standards, based on the International Fire Code and National Fire Protection Association.

Automatic Sprinkler System: Yes No Fire Alarm: Yes No

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| <p>____ 1.- No address on building 505.1605.3 ____ 2.- Fixtures/displays obstructing exit access 314.2 ____ 3.- Exit signs not illuminated 1011.1 ____ 4.- Exit doors blocked or locked 1015.2/1008.1.9 ____ 5.- Emergency light system inoperable 1006.3 ____ 6.- Fire Extinguishers annual inspection expired 901.6.1 ____ 7.- Fire Extinguishers not installed 906.2 ____ 8.- Identification of Fire Extinguisher equipment 509.1 ____ 9.- No Smoke Detector 907 ____ above alarm panel ____ 10.- Automatic Fire Sprinkler system annual inspection expired 901.5 ____ 11.- Knox Caps Required 912.4 ____ 12.- Riser Room Door label 509.1 ____ 13.- FDC sign missing 912.4 ____ 14.- Fire Alarm not supervised 907.3 NFPA 72 ____ 15.- Fire Alarm system annual inspection expired 901.6.1 ____ 16.- Fire extinguishing (hood) system (unsupervised/inspection) 904.3.5/9 ____ 18.- Light switch/outlet cover 605.6/605.6 ____ 19.- Extension Cord used as permanent wiring 605.5 ____ 20.- Exposed wiring/Junction box 605.6 ____ 21.- Electrical Service door label 605.3.1</p> | <p>____ 22.- Missing ceiling tiles/openings 703.1 ____ 23.- Improper ceiling clearance 315.3.1 ____ 24.- No posted occupant load sign 1004.3 ____ 25.- Improper appearance of life safety equipment 901.4.5 ____ 26.- Open flame/candle prohibited 308.1.1 ____ 27.- Removal of or tampering with life safety equipment ____ 28.- Prohibited open burning 307.1.1 ____ 29.- Accumulation of combustible waste material 304.1/NFPA 1, 10.18.1 ____ 30.- Disorderly storage of material 315.3 ____ 31.- Fire Lane/FD access road obstructed NFPA 1, 18.2.4.1 ____ 32.- Storage to Ceiling w/o Fire Suppression system less than 24" NFPA 1, 10.18.3.1 ____ 33.- Yellow/red tagged suppression system NFPA 101, 4.2.3 ____ 34.- Sprinkler head within 7' not protected with guard NFPA 13, 10.8.2.3 ____ 35.- Flammable liquids improperly stored NFPA 101, 29.1.5.1 ____ 36.- Storage in Mechanical/sprinkler room NFPA 101, 7.13.1.2/8.1.2 ____ 37.- Deficiency report by:</p> |
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Comments: _____

Inspector Name: _____ Signature: _____