



## **2024 Annual Fire Safety Report**

Cornell AgriTech  
630 W. North Street Geneva, NY 14456

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Jeanne Clery Disclosure of Campus Security Policy  
and Campus Crime Statistics Act

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## **From AgriTech Buildings and Properties**

Thank you for taking the time to read this year's annual fire safety report. This report, prepared annually by AgriTech Buildings and Properties, is designed to provide you with important information about fire safety on campus.

Buildings and Properties, together with Cornell Environment Health & Safety, are charged with providing a safe learning, working, and living environment for the campus. B&P personnel are on campus 24 hours a day to respond to safety concerns and emergency situations.

Cornell EH&S provides a wide array of safety related services including programs in:

- Fire Protection Systems and Equipment
- Emergency Management
- Events Management
- Fire Safety Education & Training

Please visit us on the web or contact our departments for more information.

<https://cals.cornell.edu/cornell-agritech/about-agritech/buildings-and-properties> (315)787-2301

<https://ehs.cornell.edu/> (607)255-8200

You may obtain a copy of this report and the NYS Kerry Rose Act Notification Table by contacting AgriTech Human Resources at 315-787-2236 or by accessing the web site:

<https://cals.cornell.edu/cornell-agritech/annual-security-report>

You may also view the report and the on-campus student residential fire log by visiting Jordan Hall on the AgriTech campus at 630 West North Street, Geneva, NY 14456

## **Annual Security Report**

You may obtain a copy of the Cornell AgriTech Annual Security Report by contacting AgriTech Human Resources at (315) 787-2236 or by accessing the following web site:

<https://cals.cornell.edu/cornell-agritech/annual-security-report>

## **Scope**

This Annual Fire Safety Report is for the Cornell AgriTech campus located in Geneva, NY

## **Definitions**

*On-campus student housing facilities* – student housing facilities that are owned or controlled by Cornell AgriTech, or are located on property that is owned or controlled by Cornell AgriTech, and is within the reasonably contiguous geographic area that makes up the Cornell AgriTech campus in Geneva, NY.

*Fire* – any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.

*Fire Alarm System* – a central, building-wide alarm system that provides fire detection using smoke and heat detectors, monitors fire suppression systems, sounds building-wide alarms, and is monitored by a central monitoring station.

*Fire Sprinkler System* – water based automatic fire suppression system which provides protection for the entire structure

*Smoke Detection* – smoke detectors that are connected to a Fire Alarm System defined above and send an alarm signal to a central monitoring station.

*Carbon Monoxide Detection* – carbon monoxide detectors that are connected to a Fire Alarm System defined above and send an alarm signal to the central monitoring station.

### **Cornell AgriTech Station House Fire Safety Policies**

Cornell AgriTech's on-campus student housing is comprised of two houses known as the Station Houses. Each is a 2 story 4-bedroom home located in the residential community directly across from the street from the main AgriTech campus.

The following fire safety related policies for The Station Houses are taken from the current Housing Contract Terms and Conditions, the current Residential House Rules, and Fire Safety Plan. Occupants receive a copy of the above documents and are required to sign an acknowledgement during check in.

### **Cooking and Appliances**

Kitchens are provided in each house for cooking. Residents are expected to abide by the following rules regarding cooking and portable electrical appliances:

- Cooking is prohibited in hallways, bathrooms, and lounges.
- Do not leave cooking unattended.
- Keep stove tops clean and free of items that can catch on fire.
- Before you go to bed, check your kitchen to ensure that your oven is off and any appliances are unplugged.
- Residents shall not install or operate any machinery, refrigeration or heating devices or use or permit onto the premises any flammable fluids or materials which may be hazardous to life or property.
- Residents may not barbeque or operate cooking equipment within close proximity of the houses.
- All posted rules must be followed.

Residents may NOT install or use air conditioners, heaters, additional refrigerators, waterbeds, laundry machines, hot plates, halogen lamps, dishwashers, garbage disposals, satellite dishes, antennae, or other major household appliances or other electrical equipment.

### **Fire Safety**

- The sidewalks, entrances, hallways, and stairways shall not be obstructed nor used for any other purpose than for ingress to, and egress from the Station House.

- The obstruction of stairwells and common halls and areas is a menace to life and is prohibited by the Fire Department and Building Management.
- AgriTech conducts periodic fire/evacuation drills to practice education and safe exiting from buildings. During a fire drill, follow building evacuation instructions. During an evacuation drill, you must exit from the building when the alarm is activated and cannot re-enter the building until given permission by AgriTech personnel. Please note that evacuation plans are posted at exit points throughout the buildings. These plans will indicate means to exit the building safely. All persons should be familiar with the procedures for evacuating a building.
- Familiarize yourself with the location of all stairwells, fire escapes and other means of egress. Plan an emergency escape route to use in the event of a fire.
- Campus safety plans can be reviewed by visiting: <https://ehs.cornell.edu/campus-health-safety/fire-and-life-safety/fire-safety-plans>
- Cornell AgriTech is a smoke-free campus. Resident agrees and acknowledges that smoking is prohibited in Cornell AgriTech housing including but not limited to resident rooms, stairwells, common areas, laundry rooms, hallways, roof tops, exterior amenity areas, and other public and private areas. Violators are subject to a \$500 fine and other judicial sanctions. This applies to Residents, family members, or guests.
- Smoke detection and alarms are located in each room of the station houses as well as on each floor and in common areas. The detection and alarm system are part of the same Johnson Controls (Simplex) system that serves the entire AgriTech Campus. Alarms ring through to the Heating Plant as well as Johnson Controls (Simplex) and 911. Do not block, cover, or tamper with any detector.
- Residents shall not interfere in any manner with the heating or lighting or other fixtures in the houses nor run extension cords or electrical appliances in violation of the Building and Fire Life Safety Code.
- In the event of an evacuation residents must exit the building following EXIT signs that are located throughout the building.
- The possession, storage, or use of firearms, ammunition, gunpowder, fireworks, explosives, flammable materials, and other dangerous weapons or material is prohibited.
- Use of open flame is prohibited.
- Candles and incense are not allowed.
- Never overload electrical outlets. Replace any electrical cord that is cracked or frayed. Never run extension cords under rugs. Use only power strips with circuit-breakers. The Station Houses are subject to fire and safety inspections by various agencies. If a fine is incurred as a result of your failure to comply with the terms of your Housing Contract or with any request from building staff, you will be responsible for the amount of the fine. Any material that is in violation of the House Rules and/or Code of Conduct is subject to confiscation during fire and safety inspections. Please note that the Fire Safety policies are subject to compliance changes and updates based on local and state regulated standards. Advance notice of changes/updates will be provided, whenever possible.

## **Fireworks**

- Fireworks are illegal under New York State law. Any use of fireworks will result in immediate referral to the [Office of Student Conduct and Community Standards](#).
- The storage or use of fireworks of any kind are prohibited in the Station Houses.

## **Hover Boards**

- Due to fire risks associated with hover boards, they are not allowed inside the Station Houses for fire safety reasons.

## **Decorating the Houses or Individual Rooms**

- Exercise care in the use and placement of fresh cut decorative greens, such as Christmas trees and holiday wreaths. If possible, keep them planted or in water. Do not place them in public hallways or where they might block egress from your apartment if they catch on fire. Keep them away from any flame, including fireplaces. Do not keep for an extended period of time; as they dry, decorative greens become easily combustible.
- Alterations (including but not limited to painting) of a personal room or to any building property within a Station House or common area is prohibited.
- Hanging or extending anything outside the windows is prohibited.
- Maintenance in apartments and common areas may only be completed by authorized staff.
- Objects may not block the windows.
- Hanging anything from sprinkler pipes or any part of the fire sprinkler system is prohibited. Covering smoke detectors and/or sprinkler heads is a life safety issue and is prohibited.

## **Health and Safety**

- Egress access must be safe and passable at all times, including corridors, stairwells, lounges, other common space and living space. Please keep all personal items out of the hallways, such as shoes, umbrellas, strollers, toys, etc. Obstruction of common areas is considered a fire hazard and is prohibited by the Geneva Fire Department.
- Dangerous and/or hazardous materials are prohibited inside the Station Houses.
- Use of illegal drugs of any kind is strictly prohibited.

## **Smoking**

- The Station Houses at Cornell AgriTech adhere to Cornell's commitment to smoke-free living, including providing completely smoke-free common areas, amenity spaces and building entryways. Every resident will be required to agree to refrain from smoking on the Cornell AgriTech campus, in the Station Houses, and all common areas.
- Persons who smoke outside a Station House must do so 25 feet from the building or any extending wall, awning, or other building feature, or where it is otherwise posted.
- The smoking and storing of hookahs in rooms is also prohibited.

## **Fire Safety Education and Training**

AgriTech staff receive annual fire safety training. This training includes such topics as:

- Principles of fire prevention
- Principles of fire safety
- How to report a fire
- Evacuation procedures and actions to take in the event of an emergency

Fire safety drills & training are conducted at AgriTech by staff from Buildings and Properties and Cornell Environmental Health and Safety. Topics discussed include: general fire safety, evacuation policies and procedures, and house rules related to fire safety.

### **On-Line Training Programs**

Cornell University Environmental Health and Safety also offers various health and safety related training, including fire safety training, through the Cornell's on-line training system "CU Learn." Please visit the CU Learn web site at: <http://culearn.cornell.edu/> to view and enroll in any of the Environmental Health and Safety courses listed in the course catalog.

### **On-Site Training**

Upon request, Cornell University Environmental Health and Safety conducts on site Fire Safety Education and Training Classes. Contact EH&S by e-mail at [askehs@cornell.edu](mailto:askehs@cornell.edu) or by calling (607) 255-8200.

Cornell EH&S continually evaluates and updates the content of campus Fire Safety Education programs to ensure they reflect the latest information and trends.

## **Fire Safety Inspections**

The Cornell AgriTech campus spans a number of different fire safety related jurisdictions. The Cornell Environmental Health and Safety and AgriTech Buildings and Properties works with these different entities to coordinate fire and building code inspections and to promote code compliance across campus.

The following inspections are conducted in Cornell AgriTech on-campus student housing:

- New York State Office of Fire Prevention and Control – Annual fire code inspection at the Station Houses in Geneva.

## **Fire Safety Improvements**

Cornell Environmental Health and Safety operates continuous programs to conduct testing and inspections of fire protection equipment as required by the New York Uniform Code and other standards. Repairs and maintenance are completed as needed by trained personnel. Improvements to fire safety equipment and procedures are undertaken as needed.

## **Emergency Procedures**

Reporting Fires and Emergencies Report on-campus fires and emergencies by one of these methods:

- Call 911 (preferred method)
- Call the AgriTech Heating Plant at 315-787-2215
- Activate the building fire alarm using a manual fire alarm pull-station

## **Emergency Procedures**

Cornell University has published emergency procedures to help members of the community properly respond to emergencies on campus. The procedures can be found at the Cornell University Environmental Health and Safety web page:

<https://ehs.cornell.edu/campus-health-safety/emergency-services/fire-medical-spill-response>

## **Evacuation Procedures**

All persons are required to evacuate from and exit the building any time: an evacuation announcement is made or an AgriTech official orders you to evacuate.

Evacuation routes are posted in all residential buildings. Occupants should review them in advance, identify all the available exits, and know at least two ways out.

Evacuation Instructions if there is a fire in your Station House:

1. Close the door to the room where the fire is and leave the building.
2. Make sure EVERYONE leaves the building with you.
3. Take your keys.
4. Close, but do not lock, the house door.



5. Alert people in the house by knocking on their doors on your way to the exit.
6. Use the nearest stairway to exit the building.
7. Call 911 once you reach a safe location. Do not assume the fire has been reported unless firefighters are on the scene.
8. All fires, including those that have been extinguished, must be reported to AgriTech Buildings and Properties at (315)787-2301 for the purpose of including residential facility fire statistics in the annual fire safety report and in the daily fire log.
9. Meet the members of your household at a predetermined location outside the building.
10. Notify responding firefighters if anyone is unaccounted for.

### **Reporting Malfunctioning Smoke Alarms**

All on-campus student housing is equipped with smoke detection and alarms that, when activated, will sound an in-room audible alarm and reports activation to Johnson Controls (Simplex)/911 and the AgriTech Heating Plant.

Report malfunctioning smoke alarms to the AgriTech Heating Plant by calling 315-787-2215 at any time, day or night.

Never cover, remove, or tamper with smoke alarms or other fire protection equipment.

### **Cornell Fire Safety Plan**

The current Cornell Fire Safety Plan can be found at <https://ehs.cornell.edu/campus-health-safety/fire-and-life-safety>. This fire safety plan is applicable to all campus facilities, including on-campus student housing facilities, and is posted throughout campus buildings.

## Cornell AgriTech CLERY Act Fire Reporting Data for 2023 Calendar Year

AgriTech Residence House	Fire Alarm System	Sprinkler System	Smoke and Heat Detection	Fire Extinguishers	Evacuation Plans Posted	Number of Evacuation (Fire) Drills Each Calendar Year
673 Castle Street Bldg 4927 Yellow House	Yes	No	Yes	Yes	Yes	4
681 Castle Street Bldg 4928 Blue House	Yes	No	Yes	Yes	Yes	4

AgriTech Residence House	Total Fires in Each Building 2023	Fire Number	Cause of Fire	Injuries	Deaths	Value of Property Damage
673 Castle Street Bldg 4927 Yellow House	0	0	N/A	N/A	N/A	N/A
681 Castle Street Bldg 4928 Blue House	0	0	N/A	N/A	N/A	N/A

## Cornell AgriTech CLERY Act Fire Reporting Data for 2022 Calendar Year

AgriTech Residence House	Fire Alarm System	Sprinkler System	Smoke and Heat Detection	Fire Extinguishers	Evacuation Plans Posted	Number of Evacuation (Fire) Drills Each Calendar Year
673 Castle Street Bldg 4927 Yellow House	Yes	No	Yes	Yes	Yes	4
681 Castle Street Bldg 4928 Blue House	Yes	No	Yes	Yes	Yes	4

AgriTech Residence House	Total Fires in Each Building 2022	Fire Number	Cause of Fire	Injuries	Deaths	Value of Property Damage
673 Castle Street Bldg 4927 Yellow House	0	0	N/A	N/A	N/A	N/A
681 Castle Street Bldg 4928 Blue House	0	0	N/A	N/A	N/A	N/A

## Cornell AgriTech CLERY Act Fire Reporting Data for 2021 Calendar Year

AgriTech Residence House	Fire Alarm System	Sprinkler System	Smoke and Heat Detection	Fire Extinguishers	Evacuation Plans Posted	Number of Evacuation (Fire) Drills Each Calendar Year
673 Castle Street Bldg 4927 Yellow House	Yes	No	Yes	Yes	Yes	4
681 Castle Street Bldg 4928 Blue House	Yes	No	Yes	Yes	Yes	4

AgriTech Residence House	Total Fires in Each Building 2021	Fire Number	Cause of Fire	Injuries	Deaths	Value of Property Damage
673 Castle Street Bldg 4927 Yellow House	0	0	N/A	N/A	N/A	N/A
681 Castle Street Bldg 4928 Blue House	0	0	N/A	N/A	N/A	N/A