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EAST TENNESSEE STATE  
UNIVERSITY

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## **Fire Protection and Life Safety Policy**

# **Policy Name: Fire Protection and Life Safety**

## **Policy Purpose**

This policy specifies the program and procedures implemented to create a safe environment for East Tennessee State University (ETSU or University) faculty, staff, students, and visitors by applying recognized fire protection and life safety standards to everyday University operations.

## **Applicability**

This policy applies to all ETSU employees, students, visitors, and third-party vendors.

## **Responsible Official, Office, and Interpretation**

The Director of Environmental Health and Safety is responsible for the review and revision of this policy. For questions about this policy, please contact the ETSU Office of Environmental Health and Safety. The Chief Operations Officer in consultation with the Office of University Counsel, has the final authority to interpret this policy.

## **Defined Terms**

N/A

## **Policy**

The purpose of this policy is to protect human life, property, and the environment from the risk of fire-related hazards through the application of regulations, best practices, engineering analysis, fire prevention techniques, and public fire safety education and awareness for the ETSU campus community.

The ETSU Office of Environmental Health and Safety (EHS) shall establish written procedures and processes for a fire and life safety inspection and preventative maintenance program which shall consist of:

1. Clearly defined roles, responsibilities, and accountability at all levels;
2. Aggressive risk assessment and management;
3. Preventative maintenance of all University fire and life safety systems;
4. Periodic physical inspections of all fire protection and life safety systems and equipment in all University facilities;

**Policy Effective Date:** 06/12/23 • **Policy Revised:** Insert  
**Procedures Effective Date:** 06/12/23 • **Procedures Revised:** Insert

## **Policy Name: Fire Protection and Life Safety**

5. Detailed written follow-up reports outlining any system and/or equipment deficiencies and recommended actions to ensure functionality and compliance;
6. Maintenance and repair of fire and life safety systems and/or equipment that are expired or show signs of corrosion; and
7. Delivery of fire and life safety training and education.

## **Procedures**

### [Fire Protection and Life Safety Inspections](#)

For questions, contact:

- Housing and Residence Life (423) 439-4446
- Fire Protection Manager (Office of EHS) (423) 439-7773
- Facilities Services (423) 439-7900

## **Applicable Forms and Websites**

### [EHS Fire and Life Safety resources page](#)

### [Annual Clery Fire Safety Report](#)

### [29 CFR 1910.39\(b\)](#)

## **Authority and Revisions**

**Authority:** The Focus Act, TCA § 49-8-203, et. seq; 29 CFR 1910.39(b); The Clery Act

**Previous Policy:** N/A

The ETSU Board of Trustees is charged with policy making pursuant to TCA § 49-8-203, et seq. On March 24, 2017, the Board delegated its authority to ETSU's President to establish certain policies and procedures for educational program and other operations of the University, including this policy. The delegation of authority and required process for revision to this policy can be found on the [Policy Development and Rule Making Policy webpage](#).

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To suggest a revision to this policy, please contact the responsible official indicated in this policy. Before a substantive change to the policy section may take effect, the requested changes must be: (1) approved by the responsible office; (2) reviewed by the Office of University Counsel for legal sufficiency; (3) posted for public comment; (4) approved by either Academic Council or University Council; and (5) approved by ETSU's President.