



2025

ANNUAL FIRE SAFETY REPORT

In compliance with the Higher Education
Opportunity Act (HEOA) | 34 CFR 668.49





Contents

Annual Fire Safety Report	3
Reporting A Fire	3
Evacuation Drills	4
Residential Facilities - Street Addresses	5
Description of Fire Safety Systems.....	5
Emergency Notification for Fire Incidents	7
Emergency Notification and Fire Safety Training Activities.....	9
Fire Safety Education and Training Programs	10
Fire Safety Policies and Evacuation Procedures	11
Evacuation Procedures	14
Plans for Future Improvement in Fire Safety.....	17
2025 Annual Security Report.....	17
Fire Log Location.....	17
Fire Statistics by On-Campus Student Housing Facility 2022-2024.....	18



Annual Fire Safety Report

Cal Poly Pomona publishes and disseminates the Annual Fire Safety Report in compliance with the Campus Fire Safety Right-to-Know Act, part of the reauthorization of the Higher Education Opportunity Act (HEA), specifically institutional fire safety regulations outlined in 34 CFR 668.49. These regulations apply only to institutions with on-campus student housing facilities and are limited to those facilities. They do not extend to other buildings or non-campus housing the institution may own or control.

The report covers the 2024 calendar year and includes key fire safety information related to all on-campus student housing facilities

Definitions

- **On-Campus Student Housing:** A student housing facility that is owned or controlled by the institution, located on property owned or controlled by the institution, and situated within the contiguous area comprising the campus.
- **Fire:** For purposes of fire safety reporting, a fire is defined as any instance of open flame or other burning occurring in a location not intended to contain the burning or burning in an uncontrolled manner.

Included in this Report:

- A description of each on-campus student housing facility's fire safety systems
- The number of fire drills conducted during the previous calendar year
- Institutional policies regarding portable electrical appliances, smoking, and open flames within student housing facilities
- Procedures for evacuating student housing in the event of a fire

Reporting A Fire

While residents may report a fire to any University official, all students and employees are strongly encouraged to report fires, fire-related emergencies, or the smell of smoke directly to the University Police Department (UPD) Dispatcher. You may dial 9-1-1 from any campus phone or emergency call box, or call (909) 869-3070 if using a cell phone. If necessary, activate the nearest fire alarm to initiate building evacuation.

Once the fire has been extinguished, and for the purpose of documenting the incident in the Annual Fire Safety Report statistics, all fires must be reported to one of the following housing officials:

- **University Housing Services (UHS):**
 - Executive Director
 - Residence Life Director
 - Professional Responder On Duty
 - Associate Director of Facilities



- **Foundation Housing Services (FHS) / University Village:**

- Director of Foundation Housing
- Associate Director of Operations
- Assistant Director for Community Standards & Wellness
- Assistant Director for Leadership Development
- Facilities Manager

Prompt and accurate reporting ensures appropriate follow-up and compliance with federal fire safety reporting requirements.

Evacuation Drills

Evacuation drills are conducted annually at all University Housing Services (UHS) facilities and Foundation Housing Services (FHS)/University Village. All housing professional staff and student Resident Advisors (RAs) receive training in evacuation procedures and emergency response protocols. In addition, a mock evacuation drill is conducted each year with UHS and FHS/University Village staff to enhance preparedness and coordination.

Drills are designed to ensure residents and staff are familiar with building evacuation routes and emergency response expectations, in compliance with federal safety requirements.

During the 2024 reporting period, the University conducted the following mandatory, supervised evacuation drills:

Evacuation Drills

Type of Program	Date	Dept. Provided	Audience	Description
Evacuation Drill; Education and Awareness Program	Annual 10/17/2024	Emergency Management & campus partners	Campus Proper Buildings and affiliated properties	Announced Campus-wide Evacuation Drill Building Evacuation Drill
Evacuation Drill	Bi-Annual 2/15/2024 8/28/2024	Emergency Management & University Housing Services (UHS)	UHS – Traditional Halls UHS – Residential Suites UHS – Residential Halls	Unannounced/ Evacuation Drill for student residents and Residence Life employees
Evacuation Drill	Bi-Annual 1/23/2024 8/27/2024	Emergency Management & University Village	Foundation Housing Services (FHS)/ University Village	Unannounced/ Evacuation Drill for student residents and Residential Education staff



Residential Facilities - Street Addresses

Address 1	Address 2
University Housing Services Buildings 20-23, 59, 71 (Building #) University Dr. Pomona, CA 91768	University Housing Services Buildings 52, 54, 60-63, 73, 74 (Building #) Kellogg Dr. Pomona, CA 91768
Foundation Housing Service (FHS)/University Village (UV) All Buildings 3400 Poly Vista (Building #) Pomona, CA 91768	Kellogg West Conference Center & Hotel Buildings: Crest View, Hillside, Wood View 3801 W Temple Ave Bld. 76, Pomona, CA 91768

Description of Fire Safety Systems University Housing Services

On-Campus Student Housing Facilities	Fire Alarm Monitoring Done On-Site	Sprinkler System	Smoke Detection	Fire Extinguisher Devices	Evacuation Plan / Placards	# of Evac (Fire) Drills - Calendar Yr.
Building 59 La Cienega	X		X	X	X	2
Building 20 Encinitas	X		X	X	X	2
Building 21 Montecito	X		X	X	X	2
Building 22 Alamitos	X		X	X	X	2
Building 23 Aliso	X		X	X	X	2
Building 71 Naranjita	X		X	X	X	2
Building 54 Estrellas	X	X	X	X	X	2
Building 60 Bonita	X	X	X	X	X	2
Building 61 Del Sol	X	X	X	X	X	2
Building 62 Montañas	X	X	X	X	X	2
Building 63 Luna	X	X	X	X	X	2
Building 52 Vista Market/Fit Bites Dining	X	X	X	X	X	2
Building 73 Sicomora	X	X	X	X	X	2
Building 74 Secoya	X	X	X	X	X	2



Foundation Housing Service (FHS)/University Village

On-Campus Student Housing Facilities	Fire Alarm Monitoring Done On-Site	Sprinkler System	Smoke Detection	Fire Extinguisher Devices	Evacuation Plan / Placards	# of Evac (Fire) Drills – Calendar Yr.
Phase 1 Building 10	X		X	X	X	2
Phase 1 Building 20	X		X	X	X	2
Phase 1 Building 30	X		X	X	X	2
Phase 1 Building 40	X		X	X	X	2
Phase 1 Building 50	X		X	X	X	2
Phase 1 Building 60	X		X	X	X	2
Phase 1 Building 70	X		X	X	X	2
Phase 1 Building 80	X		X	X	X	2
Phase 1 Building 90	X		X	X	X	2
Phase 1 Building 110	X		X	X	X	2
Phase 1 Building 120	X		X	X	X	2
Phase 1 Building 130	X		X	X	X	2
Phase 2 Building 140	X		X	X	X	2
Phase 2 Building 150	X		X	X	X	2
Phase 2 Building 160	X		X	X	X	2
Phase 2 Building 170	X		X	X	X	2
Phase 2 Building 180	X		X	X	X	2
Phase 2 Building 190	X		X	X	X	2
Phase 2 Building 200	X		X	X	X	2
Phase 2 Building 210	X		X	X	X	2
Phase 2 Building 220	X		X	X	X	2
Phase 2 Building 230	X		X	X	X	2
Phase 2 Building 240	X		X	X	X	2
Phase 2 Building 250	X		X	X	X	2
Phase 2 Building 260	X		X	X	X	2
Phase 2 Building 270	X		X	X	X	2
Phase 3 Building 95	X	X	X	X	X	2
Phase 3 Building 105	X	X	X	X	X	2
Phase 3 Building 115	X	X	X	X	X	2
Phase 3 Building 125	X	X	X	X	X	2
Phase 3 Building 135	X	X	X	X	X	2

Kellogg West

On-Campus Student Housing Facilities	Fire Alarm Monitoring Done On-Site	Sprinkler System	Smoke Detection	Fire Extinguisher Devices	Evacuation Plan / Placards	# of Evac (Fire) Drills – Calendar Yr.
Crestview Building	X	X	X	X	X	2
Hillside Building	X	X	X	X	X	2
Woodview Building	X	X	X	X	X	2



Emergency Notification for Fire Incidents

In the event of a fire, building occupants will be alerted by the activation of the fire alarm system. Cal Poly Pomona may also utilize its emergency notification procedures, similar to those used for criminal incidents or other emergencies. The University will issue an emergency notification – without delay – upon confirmation of a significant emergency or dangerous situation occurring within the Clery-defined on-campus geography, when it is determined that the incident poses an immediate threat to the health or safety of members of the campus community.

Emergency Notification Policy

The primary purpose of this policy is to ensure consistency in how emergency notifications required under the Clery Act are initiated and disseminated. The systemwide Emergency Notification Policy serves as the authoritative framework for all CSU campuses, including Cal Poly Pomona, and outlines procedures for notifying the campus community upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students and/or employees occurring on campus.

Reporting Emergencies

Any member of the campus community who becomes aware of an incident that may pose an imminent or immediate threat should report the information to the University Police Department (UPD) by calling 9-1-1 or 909-869-3070. Examples of such incidents include, but are not limited to:

- Severe weather warnings (e.g., flash flooding, tsunامي, hurricane)
- Environmental emergencies (e.g., hazardous chemical spill, fire, earthquake, building collapse)
- Criminal activity posing an immediate threat (e.g., active shooter, homicide, armed suspect)
- Public health emergencies (e.g., infectious disease outbreaks)

Confirmation and Notification Process

Upon receiving a report, the Chief of Police (or designee) will, without delay and considering the safety of the community, consult with relevant public officials (e.g., fire chief, public health authorities) and appropriate campus personnel to confirm:

1. A legitimate emergency or dangerous situation exists within Clery-defined on-campus geography, and
2. The situation poses an immediate or imminent threat to the health or safety of the campus community.

This confirmation process may include officer investigation, visual verification, consultation with local or campus first responders, and/or official reports from agencies such as the National Weather Service. If both criteria are confirmed, an emergency notification will be issued. If either criterion is not met, a notification is not required.



Notification Development and Dissemination

Once confirmed, the Chief of Police and/or the Clery Director (or their designees) will determine the appropriate content of the notification and identify the segments of the campus community that are at risk. The message content will be based on a rapid assessment of the most critical and relevant information.

The emergency notification will be transmitted without delay unless doing so would, in the professional judgment of responsible authorities, compromise efforts to contain or mitigate the emergency or delay immediate life-saving actions.

If an emergency notification is issued, a separate timely warning for the same incident will not be issued.

Contents of the Emergency Notification

Each emergency notification will include essential information to inform and protect the campus community. Specifically, the notification will contain:

- A clear and specific description of the emergency or dangerous situation (e.g., chemical spill, active shooter, building fire);
- Instructions on the immediate actions recipients should take to protect their safety (e.g., evacuate, shelter-in-place, avoid the area);
- Information on where or when additional updates or further instructions will be made available.

The Clery Director (or their designated representative) is responsible for providing timely updates to the initial emergency notification. These updates will include new information and safety guidance as it becomes available. Updates will continue at regular intervals until the emergency has been resolved or no longer poses an immediate threat to the campus community (e.g., the fire has been extinguished and the building is reopened).

Methods of Distribution

Emergency Notifications will be distributed as promptly as possible using methods that are most likely to reach the specific segment(s) of the on-campus community affected by the emergency. The Chief of Police (or designee) will assess which individuals are at risk and direct the notification accordingly. If determining segmentation would result in a delay, the notification will be issued without segmentation.

In some cases, it may also be appropriate to notify the broader campus or surrounding community. The Chief of Police will determine the scope of the distribution based on the nature and scale of the emergency.

Distribution methods may include, but are not limited to:

- The campus mass notification system, which may deliver alerts via phone call, text message, or campus email. Students, faculty, and staff can adjust their subscription preferences to receive notifications through one or more of these methods—or opt out entirely;
- Audio/visual message boards;



- Audible alarms or sirens;
- Campus public address systems;
- In-person or door-to-door notifications within buildings or residence halls;
- Local media (e.g., radio, television);
- University-managed social media platforms;
- Any other method deemed appropriate given the specific circumstances

Emergency Notification and Fire Safety Training Activities

Type of Program	Date	Dept. Provider	Audience	Description
Safety Alert Test	Semesterly	Strategic Communications	All - Campus Wide	Test of the campus safety alert system for critical incidents or emergencies
University Village RA and Student Leader Training	6/4/2024 8/12/2024	Foundation Housing Services	University Village Resident Advisors	All Hazards Training: Evacuation Training, EM overview, and Facilities Training
University Housing Services Residence Life Professional Staff & Student Leader Trainings	7/25/2024 8/8/2024	Emergency Management University Housing Services	All University Housing Services Student Leaders and Residence Life Team Professional Staff	Evacuation Training, EM overview, and Facilities Training
Fire Extinguisher Use	On-going	Emergency Management Foundation Housing Services	University Village staff and students	Basic fire extinguisher deployment training



Fire Safety Education and Training Programs

All student residents and employees receive training on how to report fires and other emergencies. This information is provided during new student orientation and student housing employee training, and is reinforced through established procedures and protocols.

All students and employees are encouraged to report any fire, fire-related emergency, or smell of smoke to the University Police Department. To report:

- Dial 9-1-1 from any campus phone or Code Blue emergency phone
- Dial 909-869-3070 if using a cell phone
- The nearest fire alarm may also be activated to alert others.

Information regarding these procedures, as well as evacuation policies, is detailed in the Evacuation and Fire Safety Policies section of this report.

While the institution does not maintain separate formal policies for fire safety education or training programs specific to on-campus student housing facilities, fire safety education and preparedness are considered high priorities. All housing professional staff and student staff (e.g., Resident Advisors) are trained in:

- Evacuation policies and procedures
- Emergency notification protocols
- Additional related safety topics

Evacuation maps are affixed to the interior of every University Housing Services (UHS) room and suite door. Permanent signage throughout all facilities includes emergency contact information and safety instructions. In Foundation Housing Services (FHS)/University Village, evacuation maps and emergency procedure posters are displayed on the inside of each apartment's front door.

At the start of each academic year, all UHS residents attend an All-Hall Meeting where emergency procedures and fire safety protocols are reviewed. Resident Advisors may host additional fire safety workshops throughout the year. Health and safety inspections are conducted each semester/term in UHS rooms and suites.

UHS residents can access additional safety information online at:

<https://www.cpp.edu/housing/currentresidents/safety.shtml>

All University Village residents are required to read and agree to fire safety and evacuation policies as part of their license agreement. Health and safety inspections are conducted once per semester in University Village apartments.



Fire Safety Policies and Evacuation Procedures

Smoking and Tobacco Free Environment Policy

In alignment with the California State University's commitment to promoting a healthy and safe environment for all students, faculty, staff, and visitors, Cal Poly Pomona complies with the California State University Policy on a Systemwide Smoke and Tobacco Free Environment.

This policy prohibits the use of cigarettes, cigars, pipes, electronic smoking devices (e.g., e-cigarettes, vape pens), and all other tobacco products on all university properties, including buildings, outdoor areas, parking lots, and residential facilities.

The full policy can be accessed at: <https://calstate.policystat.com/policy/6591951/latest/>

University Housing Services (UHS) – Fire Safety Policy

2024-2025 Student Housing License Agreement, II. Community Standards, A. Appliances

1. Licensee shall NOT possess any electrical appliances used for heating or preparing food other than those with enclosed heating elements.
2. Toasters and other cooking devices with open heating elements are permissible only in the Residential Suites and should be used in the kitchen areas only. Appliances must be directly supervised at all times while in use.
3. Hot plates, grills with open/exposed heating elements and/or the fuel materials for such grills are prohibited.
4. Personally owned refrigerators up to a maximum of 3.7 cubic feet are allowed only in the Residential and Traditional Halls. Personal refrigerators and/or microwaves are not allowed in the Residential Suites without the expressed permission of University Housing Services. Refrigerators must be emptied and unplugged during the winter break. A mat must be placed under all approved personal refrigerators. Refrigerators are the sole responsibility of the resident.
5. Residents may be held responsible for any damages or charges caused by appliances brought into the residences, or improper and unsupervised use of any appliances.
6. All policies under Decorations and Fire Safety apply.

2024-2025 Student Housing License Agreement, II. Community Standards, D. Fire Safety/Evacuation

7. All persons are required to evacuate the building any time an alarm sounds and follow evacuation instructions given by the University Housing Services staff. During an evacuation, University Housing Services staff may enter individual units or spaces to verify evacuation. No person is allowed to re-enter the building during an evacuation until approved by University Housing Services staff or emergency personnel.
8. Intentional misuse of, tampering with or obstruction of the fire safety system or firefighting equipment (e.g., fire alarm, fire extinguisher, emergency "EXIT" signs, smoke detectors, fire sprinkler heads, etc.) is a misdemeanor violation in accordance with City of Pomona Ordinance #3286.



9. Possession, storage or use of ammunition, explosives (firecrackers fireworks, smoke bombs, etc.), flammables (gasoline, propane, butane, kerosene, etc.), candles or any item with an open flame in the housing facilities (including on balconies and patios) is strictly prohibited.
10. Burning any material, including incense, is prohibited except when specific prior approval is obtained from the building Coordinator for the purpose of religious observances only.

2024-2025 Student Housing License Agreement, III. Facilities and Operations, D. Decorations

1. Decorations that are flammable or fire hazards (including candles or incense –are prohibited
2. Licensee shall not bring or maintain any hazardous electrical decoration including, but not limited to, halogen torch lighting.
3. Extension cords and multiple plugs/outlet adapters are prohibited.
4. Only power strips with a minimum 1449 UL listed surge suppressor with sufficient joule capacity should be used for protection of computers and other electrical equipment. It is prohibited to connect multiple power strips together.
5. It is prohibited to cover more than 5% of a door and/or 25% of a wall in both private and public spaces.
6. It is prohibited to hang objects from the ceiling in both private and public spaces.
7. "Live cut" trees (such as Christmas trees) or other combustible decorations are prohibited in the residential facilities.
8. Any permissible holiday decorations in the residential buildings must be made of fireproof materials and be UL (Underwriters Laboratory) List-approved for the intended use.
9. Battery operated LED lights are permitted, and non-battery string lights are prohibited. All decorations must remain within unit and not be mounted on doors, windows or their frames.
10. Students are not permitted to attach any object to their rooms or the halls by screw, nail, or glue. Blue masking tape and removable adhesives like Command products are permitted (must be removed carefully). Other type of tapes/adhesives are prohibited, and any damages will result in charges.
11. Adhesives of any kind are NOT permitted on the interior or exterior residence hall doors, including stickers, double-sided or foam tape, etc. The only permitted adhesives are those on the door decorations created by Residence Life paraprofessional staff hung with blue painter's tape. Licensee shall not bring or maintain any hazardous electrical decoration including, but not limited to, halogen torch lighting.



Foundation Housing Service (FHS)/University Village (UV) - Fire Safety Policies and Responsibilities

Barbeques

- A. Residents may possess and use personal charcoal barbecues a minimum of twenty-five
- B. (25) feet from any University Village building. Gas and propane barbecues are prohibited.
- C. Residents must remain with hot BBQs at all times, dispose of all extinguished coals/ash in a trash receptacle, and clean the area after every use. BBQs are to be stored in a location not blocking any emergency exit or egress.
- D. Lighter fluid and charcoals cannot be stored in the outdoor storage closet due to the water heater. The approved storage locations for lighter fluid and charcoal are:
 - Phase I: Under the kitchen sink or inside the kitchen/hallway closet
 - Phase II: Under the kitchen sink or inside the kitchen/hallway closet
 - Phase III: Under the kitchen sink, inside the hallway closet, or in the side nook in the housing unit (next to dining room table)

Fire Safety

- A. Highly flammable materials, liquids, or instruments which pose a risk of damage or injury are prohibited. These items include, but are not limited to candles, incense, space heaters, fireworks, gasoline, helium tanks, tiki torches, explosives, toxic chemicals, propane or other gas cylinders, biological agents, etc.
- B. Misuse of the stove or leaving a lit stove or oven unattended is prohibited.
- C. Power strips, extension cords, and string lights are permissible as long as they are UL approved and meet minimum fire safety regulations for indoor use. Plugging multiple extensions cords and power strips into one another is prohibited.
- D. It is a misdemeanor violation to tamper or obstruct fire safety systems or equipment in accordance with the **California Penal Code 148.4** This includes tampering or breaking fire alarms, fire equipment, hanging/covering fire safety items, or making false reports.
- E. Residents will be charged for the replacement of any fire safety device lost, discharged, or damaged by the resident or guest.
- F. "Live cut" trees, such as Christmas/holiday trees, are prohibited. Artificial Christmas/holiday trees are allowed if under 4 feet in height.
- G. Tampering or removing the University Village evacuation map on the back of your housing unit front door is prohibited. The emergency procedures and evacuation map should be viewed by all residents and their guests.

Fire Evacuation and Emergency Procedures

- A. Resident shall not block space in any manner as to block emergency access to the window(s) or door(s).
- B. All persons are required to evacuate for emergencies and University Village training evacuations.
- C. Failure to vacate during an emergency or simulated emergency may result in a conduct meeting.



Furnishings and Appliances

- A. Additional furnishings (including, but not limited to couches, loungers, loveseats, sofas, beds, tables, desks, beanbag chairs, storage containers, amplifiers, mattresses, chairs, game tables, dart boards, exercise equipment, large bookshelves, large entertainment centers, kitchen carts, etc.) are prohibited.
- B. Prior approval by University Village staff must be obtained for additional small furnishings (including, but not limited to tables, desks, beanbag chairs, storage containers, chairs, kitchen carts, etc.)
- C. Removal of University Village-provided furniture from the housing unit, or storage in outdoor storage closet, is prohibited.
- D. Mini-refrigerators greater than 3.5 cubic feet, in-line water purification systems, lofts, electrical appliances used for heating or preparation of food (portable stoves, hot plates, etc.), portable dishwashers, halogen lamps, waterbeds, washers, dryers, and bidets are prohibited.
- E. Microwaves, toasters, coffee makers, electric kettles, air fryers, and other cooking devices are only allowed in kitchen area for fire safety. Appliances must be directly supervised at all times while in use.

Evacuation Procedures

University Housing Services (UHS) and Foundation Housing Services (FHS)/University Village each maintain detailed procedures and clearly defined responsibilities to support the effective implementation of emergency evacuation protocols. These procedures are designed to prioritize the safety of all residents, staff, and visitors during emergencies.

The following is a summary of key practices and protocols; additional information is available upon request.

University Housing Services – Evacuation Procedures and Responsibilities

Residence Life Team (RLT) Evacuation Responsibilities

University Housing Services (UHS) prioritizes resident safety through structured emergency evacuation procedures. The Residence Life Team (RLT), including Resident Advisors (RAs) and Front Desk Assistants (FDAs), are responsible for evacuating residents from their assigned residential buildings during both business and after-hours emergencies.

In the event that designated staff are not present or available during an emergency, UHS emergency response team members may seek support from other UHS staff, resident volunteers, University Police, or the campus Emergency Operations Center (EOC) to ensure the safe evacuation of all individuals.

Area Coordinators (ACs) / Building Marshals (BMs)

Area Coordinators (ACs) serve as the designated Building Marshals (BMs) for their respective facilities, including the Traditional Residence Halls, Residential Halls, and Residential Suites. ACs are responsible for initiating and managing the Resident Evacuation Plan both during and outside of business hours. All BMs are equipped with two-way radios, located at the front desks of each building, to maintain communication with the Principal Building Marshal (PBM) and fellow BMs throughout the evacuation.



Radios are to be used on Channel 1 for general coordination; Channel 2 should be used for extended conversations. BMs are expected to provide real-time evacuation updates, report high-risk areas, and relay re-entry clearance information.

In addition, UHS maintains three public safety band two-way radios located at:

- Estrellas (Bldg. 54, Mechanical Yard - M1)
- Naranjita Center (Java, Bldg. 71)

Building Evacuation Procedures and Resident Rosters

Under the leadership of the BMs and with support from all UHS student leaders, evacuation procedures are conducted to safely guide residents, staff, and guests out of UHS facilities. Each building maintains an emergency bin at the front desk that contains up-to-date resident rosters and essential emergency supplies.

Building Marshals and student leaders are responsible for:

- Escorting residents to the designated evacuation site
- Taking attendance using the provided rosters
- Submitting completed rosters to the Principal Building Marshal (PBM)
- Using signage from the emergency bin to organize evacuees on site

The PBM then delivers all resident rosters to the campus Emergency Operations Center (Building 49, Citrus Lane) or submits them electronically.

Resident Advisors (RAs), Front Desk Assistants (FDAs), and Student Leaders

RAs, FDAs, and other UHS student leaders play a vital role in supporting emergency evacuations. Under the guidance of Area Coordinators/Building Marshals, these team members help implement the Resident Emergency Evacuation Plan.

In the event of an emergency, the following guidelines apply:

- If designated staff are not available, RAs or FDAs should enlist resident volunteers to assist with the evacuation.
- Absolutely no one is permitted to re-enter the building until clearance is given by the Principal Building Marshal.
- The safety of personnel is paramount. If imminent danger exists, staff should not enter buildings or engage in any unsafe actions.

UHS Residence Evacuation And Staging Areas

All residents and staff from the following buildings should evacuate to the Rose Garden:

- Encinitas (Building 20)
- Montecito (Building 21)
- Alamitos (Building 22)
- Aliso (Building 23)
- La Cienega Center (Building 59)
- Naranjita (Java) (Building 71)



All residents and staff from the following buildings should evacuate to the Soccer Fields:

- Multi-Purpose Room (Building 52)
- Estrellas (Building 54)
- Bonita (Building 60)
- Del Sol (Building 61)
- Montañas (Building 62)
- Luna (Building 63)
- Sicomoro (Building 73)
- Secoya (Building 74)

Foundation Housing Service (FHS)/University Village (UV) Evacuation Process

In the event of an evacuation during business hours, the UV Business Office Evacuation Coordinators will evacuate the business offices, and the Residential Education Team (RET) will work with any on-site Resident Advisors (RAs) or Community Development Team (CDT) members to evacuate residential units.

In the event of an after-hours emergency evacuation, the RET will work with on-duty RA's and any on-site RA's or CDT members to evacuate the residential units. In the event any pre-assigned individuals are not present or available during an emergency evacuation, UV emergency team members shall solicit assistance from other staff and residents, or request assistance from University Police or campus Emergency Operations Center to provide staff or volunteers to help with the evacuation.

When evacuating residential units, UV emergency team members (RET, RA's, and/or CDT) will be assigned a building(s) to evacuate and will be assigned as pairs to enter every apartment/room that needs to be evacuated to verify it has been vacated and to direct residents to their designated evacuation site. UV emergency team members evacuating apartments will be assigned building rosters to document who was home, who evacuated, who was unable to evacuate, etc. Updated rosters will be printed bi-weekly and placed in the RA duty folder. Procedures dictate personal safety first. If there is imminent danger, staff are directed not to enter the building or attempt any heroic feats.

At the designated evacuation sites, UV emergency team members will take attendance. In the event of a real emergency, residents will be required to stay at the evacuation site until the situation is cleared. In an evacuation drill, residents are required to check in at the evacuation site and then they can return to their apartment.

Foundation Housing Services Evacuation And Staging Areas

- Community Center/Recreation Center
 - Evacuate to Visitor Parking Lot
- Phase 1 Apartments
 - Evacuate to grassy/gazebo area behind building 135



- Phase 2 Apartments
 - Evacuate to parking lot area near buildings 180-230
- Phase 3 Apartments
 - Evacuate to basketball court

Foundation Housing Service (FHS/University Village (UV) - Evacuation Chain of Command

Chain of Command Overview

Under University direction, the UV Evacuation Coordinator (or designee) and assigned staff will direct and coordinate emergency operations from the UV Operations Center.

Chain of command is as follows:

- Evacuation Coordinator: Director of Housing (DH)

Business offices

- Evacuation Coordinator: Accounts Specialist (AS)
 - Evacuation Coordinator: Housing Technology Manager (HTM)

Residential spaces

- Evacuation Coordinator: Assistant Director for Leadership Development (ADLD)
- Evacuation Coordinator: Assistant Director for Community Standards and Wellness (ADCSW)
- Evacuation Coordinator: Area Coordinator (AC)
- Evacuation Coordinator: Area Coordinator (AC)
- Evacuation Coordinator: Community Development Coordinator (CDC)
- Evacuation Coordinator: Graduate Coordinators (GC)
- Resident Captains: Resident Advisors (RA)
- Resident Captains: Community Development Team Members (CD Team)

Plans for Future Improvement in Fire Safety

Continued future improvements in fire safety are as follows:

- Conduct ongoing training for staff and student leaders on emergency and evacuation safety
- Conduct practice drills prior to semester evacuation drills
- Continued annual maintenance and assessment by fire and life safety vendors
- Assess evacuation location for the Traditional Halls following the demolition of Palmitas (Building 57), Cedritos (Building 58), and La Cienaga (Building 59); as well as the location(s) for Sicomoro (Building 73) and Secoya (Building 74)

2025 Annual Security Report

The 2025 Annual Security Report, published in accordance with the Jeanne Clery Disclosure of Campus Security Policies and Campus Crime Statistics Act (20 U.S.C. § 1092(F)), is available online. The report can be accessed through the Cal Poly Pomona homepage or directly at: <https://www.cpp.edu/annual-security-report.shtml>

Fire Log Location

The Fire Log University Housing Services (UHS) facilities and Foundation Housing Services (FHS)/University Village is maintained in accordance with federal requirements and is available for public inspection.



The log is housed at the University Police and Parking Services Building (Building 109), located at: 3801 West Temple Avenue, Pomona, CA 91768

Members of the campus community and the public may access the log in person at the front counter of the University Police Department.

Fire Statistics by On-Campus Student Housing Facility 2022-2024

Fire Statistics 2022 University Housing Services (UHS)

On-Campus Student Housing Facilities	# of Fires	Category/ Cause of Fire	Number of Deaths	Number of Injuries	Value of Property Damage	Incident Date/#
Building 52 Vista Dining	0	N/A	N/A	N/A	N/A	N/A
Building 57 Palmitas	0	N/A	N/A	N/A	N/A	N/A
Building 58 Cedritos	0	N/A	N/A	N/A	N/A	N/A
Building 59 La Cienega	0	N/A	N/A	N/A	N/A	N/A
Building 20 Encinitas	0	N/A	N/A	N/A	N/A	N/A
Building 21 Montecito	0	N/A	N/A	N/A	N/A	N/A
Building 22 Alamitos	0	N/A	N/A	N/A	N/A	N/A
Building 23 Aliso	0	N/A	N/A	N/A	N/A	N/A
Building 54 Estrellas	0	N/A	N/A	N/A	N/A	N/A
Building 60 Bonita	0	N/A	N/A	N/A	N/A	N/A
Building 61 Del Sol	0	N/A	N/A	N/A	N/A	N/A
Building 62 Montañas	0	N/A	N/A	N/A	N/A	N/A
Building 63 Luna	0	N/A	N/A	N/A	N/A	N/A
Building 70 Los Olivos	0	N/A	N/A	N/A	N/A	N/A
Building 71 Naranjita	0	N/A	N/A	N/A	N/A	N/A
Building 209 Riverfront	0	N/A	N/A	N/A	N/A	N/A
Building 209 Sunspace	0	N/A	N/A	N/A	N/A	N/A
Building 73 Sicomora	0	N/A	N/A	N/A	N/A	N/A
Building 74 Secoya	0	N/A	N/A	N/A	N/A	N/A



Foundation Housing Service (FHS)/University Village

On-Campus Student Housing Facilities	# of Fires	Category/ Cause of Fire	Number of Deaths	Number of Injuries	Value of Property Damage	Incident Date/#
Phase 1 Building 10	0	N/A	N/A	N/A	N/A	N/A
Phase 1 Building 20	0	N/A	N/A	N/A	N/A	N/A
Phase 1 Building 30	0	N/A	N/A	N/A	N/A	N/A
Phase 1 Building 40	0	N/A	N/A	N/A	N/A	N/A
Phase 1 Building 50	0	N/A	N/A	N/A	N/A	N/A
Phase 1 Building 60	0	N/A	N/A	N/A	N/A	N/A
Phase 1 Building 70	0	N/A	N/A	N/A	N/A	N/A
Phase 1 Building 80	0	N/A	N/A	N/A	N/A	N/A
Phase 1 Building 90	0	N/A	N/A	N/A	N/A	N/A
Phase 1 Building 110	0	N/A	N/A	N/A	N/A	N/A
Phase 1 Building 120	0	N/A	N/A	N/A	N/A	N/A
Phase 1 Building 130	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 140	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 150	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 160	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 170	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 180	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 190	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 200	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 210	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 220	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 230	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 240	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 250	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 260	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 270	0	N/A	N/A	N/A	N/A	N/A
Phase 3 Building 95	1	Unintentional/ Electrical	0	0	\$0	N/A
Phase 3 Building 105	0	N/A	N/A	N/A	N/A	N/A
Phase 3 Building 115	0	N/A	N/A	N/A	N/A	N/A
Phase 3 Building 125	1	Unintentional/ Electrical	0	0	\$500	8/22/2023
Phase 3 Building 135	0	N/A	N/A	N/A	N/A	N/A



Fire Statistics 2023

University Housing Services (UHS)

On-Campus Student Housing Facilities	# of Fires	Category/ Cause of Fire	Number of Deaths	Number of Injuries	Value of Property Damage	Incident Date/#
Building 52 New Vista Dining	0	N/A	N/A	N/A	N/A	N/A
Building 59 La Cienega	0	N/A	N/A	N/A	N/A	N/A
Building 20 Encinitas	0	N/A	N/A	N/A	N/A	N/A
Building 21 Montecito	0	N/A	N/A	N/A	N/A	N/A
Building 22 Alamitos	1	Cooking	0	0	\$0	8/13/2023
Building 23 Aliso	0	N/A	N/A	N/A	N/A	N/A
Building 54 Estrellas	0	N/A	N/A	N/A	N/A	N/A
Building 60 Bonita	0	N/A	N/A	N/A	N/A	N/A
Building 61 Del Sol	0	N/A	N/A	N/A	N/A	N/A
Building 62 Montañas	0	N/A	N/A	N/A	N/A	N/A
Building 63 Luna	0	N/A	N/A	N/A	N/A	N/A
Building 71 Naranjita	0	N/A	N/A	N/A	N/A	N/A
Building 73 Sicomoro	0	N/A	N/A	N/A	N/A	N/A
Building 74 Secoya	0	N/A	N/A	N/A	N/A	N/A



Foundation Housing Service (FHS)/University Village

On-Campus Student Housing Facilities	# of Fires	Category/ Cause of Fire	Number of Deaths	Number of Injuries	Value of Property Damage	Incident Date/#
Phase 1 Building 10	0	N/A	N/A	N/A	N/A	N/A
Phase 1 Building 20	0	N/A	N/A	N/A	N/A	N/A
Phase 1 Building 30	0	N/A	N/A	N/A	N/A	N/A
Phase 1 Building 40	0	N/A	N/A	N/A	N/A	N/A
Phase 1 Building 50	0	N/A	N/A	N/A	N/A	N/A
Phase 1 Building 60	0	N/A	N/A	N/A	N/A	N/A
Phase 1 Building 70	0	N/A	N/A	N/A	N/A	N/A
Phase 1 Building 80	0	N/A	N/A	N/A	N/A	N/A
Phase 1 Building 90	0	N/A	N/A	N/A	N/A	N/A
Phase 1 Building 110	0	N/A	N/A	N/A	N/A	N/A
Phase 1 Building 120	0	N/A	N/A	N/A	N/A	N/A
Phase 1 Building 130	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 140	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 150	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 160	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 170	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 180	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 190	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 200	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 210	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 220	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 230	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 240	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 250	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 260	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 270	0	N/A	N/A	N/A	N/A	N/A
Phase 3 Building 95	0	N/A	N/A	N/A	N/A	N/A
Phase 3 Building 105	0	N/A	N/A	N/A	N/A	N/A
Phase 3 Building 115	0	N/A	N/A	N/A	N/A	N/A
Phase 3 Building 125	0	N/A	N/A	N/A	N/A	N/A
Phase 3 Building 135	0	N/A	N/A	N/A	N/A	N/A



Fire Statistics 2024

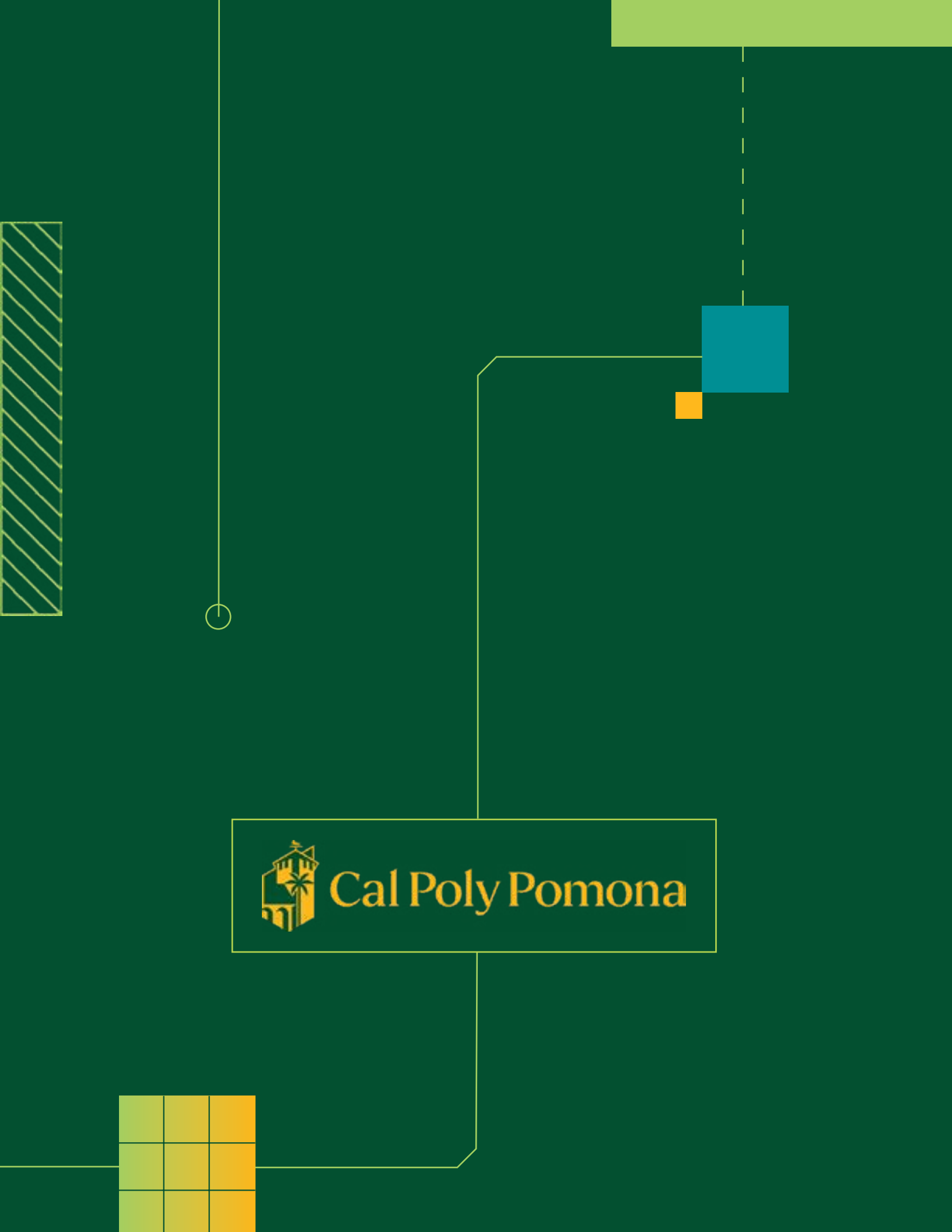
University Housing Services (UHS)

On-Campus Student Housing Facilities	# of Fires	Category/ Cause of Fire	Number of Deaths	Number of Injuries	Value of Property Damage	Incident Date/#
Building 52 New Vista Dining	0	N/A	N/A	N/A	N/A	N/A
Building 57 Palmitas	0	N/A	N/A	N/A	N/A	N/A
Building 58 Cedritos	0	N/A	N/A	N/A	N/A	N/A
Building 59 La Cienega	0	N/A	N/A	N/A	N/A	N/A
Building 20 Encinitas	0	N/A	N/A	N/A	N/A	N/A
Building 21 Montecito	0	N/A	N/A	N/A	N/A	N/A
Building 22 Alamitos	0	N/A	N/A	N/A	N/A	N/A
Building 23 Aliso	0	N/A	N/A	N/A	N/A	N/A
Building 54 Estrellas	0	N/A	N/A	N/A	N/A	N/A
Building 60 Bonita	0	N/A	N/A	N/A	N/A	N/A
Building 61 Del Sol	0	N/A	N/A	N/A	N/A	N/A
Building 62 Montañas	0	N/A	N/A	N/A	N/A	N/A
Building 63 Luna	0	N/A	N/A	N/A	N/A	N/A
Building 70 Los Olivos	0	N/A	N/A	N/A	N/A	N/A
Building 71 Naranjita	0	N/A	N/A	N/A	N/A	N/A
Building 73 Sicomora	0	N/A	N/A	N/A	N/A	N/A
Building 74 Secoya	0	N/A	N/A	N/A	N/A	N/A



Foundation Housing Service (FHS)/University Village

On-Campus Student Housing Facilities	# of Fires	Category/ Cause of Fire	Number of Deaths	Number of Injuries	Value of Property Damage	Incident Date/#
Phase 1 Building 10	0	N/A	N/A	N/A	N/A	N/A
Phase 1 Building 20	0	N/A	N/A	N/A	N/A	N/A
Phase 1 Building 30	0	N/A	N/A	N/A	N/A	N/A
Phase 1 Building 40	0	N/A	N/A	N/A	N/A	N/A
Phase 1 Building 50	0	N/A	N/A	N/A	N/A	N/A
Phase 1 Building 60	0	N/A	N/A	N/A	N/A	N/A
Phase 1 Building 70	0	N/A	N/A	N/A	N/A	N/A
Phase 1 Building 80	0	N/A	N/A	N/A	N/A	N/A
Phase 1 Building 90	0	N/A	N/A	N/A	N/A	N/A
Phase 1 Building 110	0	N/A	N/A	N/A	N/A	N/A
Phase 1 Building 120	0	N/A	N/A	N/A	N/A	N/A
Phase 1 Building 130	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 140	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 150	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 160	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 170	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 180	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 190	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 200	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 210	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 220	0	N/A	N/A	N/A	N/A	N/A
Phase 1 Building 130	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 140	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 150	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 160	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 170	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 180	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 190	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 200	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 210	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 220	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 230	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 240	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 250	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 260	0	N/A	N/A	N/A	N/A	N/A
Phase 2 Building 270	0	N/A	N/A	N/A	N/A	N/A
Phase 3 Building 95	0	N/A	N/A	N/A	N/A	N/A
Phase 3 Building 105	0	N/A	N/A	N/A	N/A	N/A
Phase 3 Building 115	0	N/A	N/A	N/A	N/A	N/A
Phase 3 Building 125	0	N/A	N/A	N/A	N/A	N/A
Phase 3 Building 135	1	Cooking	0	0	0	3/27/2024



Cal Poly Pomona