

DSU Campus Safety and Emergency Management

Dickinson State University  
**FIRE CALL REPORT**

This report will be utilized to maintain record of all fire calls that occur on DSU property. This report must be filed with the DSU Campus Safety Office, Email: [dsu.publicsafety@dickinsonstate.edu](mailto:dsu.publicsafety@dickinsonstate.edu)

Date and time of call:

Building / Other Location:

Reported by:  Alarm reported by Johnson Control?  Yes  No

Actual Fire?  Yes  No Did Fire Alarm Activate?  Yes  No

Alarm activated by:  Pull Station  Smoke Sensor  Heat Sensor  Other

Alarm caused by:

Did you notify anyone?

Fire Call Response:  Fire Department  Law Enforcement  Ambulance

Was fire suppression equipment used?  Yes  No

Sprinkler system activated.  Yes  No Is sprinkler system restored to full function?  Yes  No

Did staff call 911?  Yes  No Did staff activate the fire alarm system?  Yes  No

Did staff assist in occupant evacuation?  Yes  No Did staff or occupants attempt extinguishment?  Yes  No

Was it successful?  Yes  No Was there any delay in notifying occupants or fire department?  Yes  No

If yes in delay, explain:

Describe fire call event and procedures used to evacaute the building:

Describe incident:

Injuries: Fatalities: Property Damage: Yes No If yes, identify below:

Property damage:

Report completed by:

Date:

Reviewed by:

Date: