

Fire Evacuation Drill Procedures

I. Frequency

Georgia Tech Greek houses are required to undergo (1) fire evacuation drill each academic term (Fall, Spring, and Summer) which results in (3) drills annually. Greek community fire drills will be scheduled for a 2-hour time block within the first (10) days of classes for the term. The Office of Fraternity & Sorority Life will communicate the drill date and time window with the house manager, house director, and house corporation contacts on file.

II. Preparation

Prior to the drill:

1. Confirm that the Office of Fraternity & Sorority Life has an updated roster for house residents including name, GTID number, and emergency contact info.
2. Watch the Campus Life Fire Safety Training Video with your chapter:
<https://youtu.be/GWFh3XehNNg>
3. The alarm should be in good working order. This includes being plugged in/new batteries, with no existing trouble signals or silences alarms on the panel as this signifies an issue with the system.
4. If your system is monitored by a third-party company, notify them of the date of the drill.

III. Procedures

1. GT Fire Safety Office staff will activate and reset the alarm. When the alarm is sounded, evacuate the residence in an orderly manner at the nearest exit.
2. Head to the (approved) designated meeting place and remain there until released by GT Fire Safety Office staff.
3. All persons who are in the building at the time of the drill should participate in the drill (ex. chef, cleaner, etc.)
 - a. Persons with special needs/mobility issues or religious observances may choose to remain in place during a fire drill. They must be advised about the fire drill and GT Fire Safety Office must know why they are choosing to remain in the building during the fire drill.
4. GT Fire Safety Office staff will conduct a head count at the assembly point.
5. The entire fire drill should take less than (5) minutes from activation to reset.
6. Alarms should be verified to have been received by the monitoring company.

IV. Assistance

If you have questions or concerns regarding your fire alarm system or the fire drills, please contact the GT Deputy Fire Marshal [Jake LeJeune](mailto:Jake.LeJeune) or email firesafety@gatech.edu and someone will contact you.

Spring 2024 Greek Fire Evacuation Drill Rotations
Wednesday January 24, 2024 | 3:00-5:00pm

RENEE

1. Pi Kappa Alpha
2. Phi Mu
3. Pi Kappa Phi
4. Phi Kappa Theta
5. Zeta Tau Alpha
6. Sigma Phi Epsilon
7. Alpha Tau Omega
8. Sigma Alpha Epsilon
9. Delta Tau Delta
10. Beta Theta Pi

RAMEL

1. Kappa Sigma
2. Phi Gamma Delta
3. Alpha Gamma Delta
4. Alpha Sigma Phi
5. Delta Chi
6. Delta Upsilon
7. Tau Kappa Epsilon
8. Phi Sigma Kappa
9. Kappa Alpha Theta
10. Psi Upsilon

JAKE

1. Alpha Epsilon Pi
2. Alpha Phi
3. Alpha Delta Pi
4. Alpha Chi Omega
5. Chi Psi
6. Alpha Delta Chi
7. Phi Kappa Tau
8. Delta Sigma Phi
9. Sigma Chi
10. 792 Techwood Dr.

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|-----------------------------------|----------------|-----------------|
| 11. JERAIM Sigma Nu | Alpha Xi Delta | Kappa Alpha |
| 12. JERAIM Phi Delta Theta | Theta Chi | Phi Kappa Sigma |
| 13. JERAIM Chi Phi | Zeta Beta Tau | Theta Xi |

