Higher Education Campus Fire Safety Standards and Measures

This Annual Fire Safety Report on Student Housing (Annual Fire Safety Report) and the Texas A&M University Health Science Center Kingsville Annual Security Report are available at the following Texas A&M University Risk, Ethics, and Compliance websites.


Email vpfa-urc-compliance-officer@exchange.tamu.edu for assistance if any link does not function.
Table of Contents

Telephone Numbers and General Contact Information .......................................................... 2
Policy for preparing the Annual Fire Safety Report .................................................................. 2
Annual Fire Safety Report and Related Information ................................................................. 3
Notifications .......................................................................................................................... 3
Reporting Fires ....................................................................................................................... 4
Fire Safety Education and Training Programs ......................................................................... 4
Residence Hall Fire Safety Policies ......................................................................................... 5
  Appliances and Equipment ................................................................................................. 5
  Candles/Incense/Wax Warmers/Open Flames ........................................................................ 5
  Cooking .............................................................................................................................. 5
  Emergency/Safety Equipment .............................................................................................. 5
  Smoking ............................................................................................................................... 5
Residence Hall Inspection Program ......................................................................................... 6
Residence Hall Evacuation and Emergency Procedures ............................................................. 6
Residence Hall Evacuation Drills (Fire Drills) .......................................................................... 8
Description of Residence Hall Fire Safety Systems ................................................................. 9
Fire Safety Definitions (Department of Education) .................................................................... 9
On-Campus Housing Initiatives .............................................................................................. 10
2015 On-Campus Housing Facility Fire Statistics ................................................................. 11
2016 On-Campus Housing Facility Fire Statistics ................................................................. 12
2017 On-Campus Housing Facility Fire Statistics ................................................................. 13
Other Annual Fire Safety Reports and Annual Security Reports ............................................. 14
Texas A&M University Health Science Center, Kingsville

Telephone Numbers and General Contact Information
University Housing and Residence Life
Texas A&M University Kingsville
Lucio Hall, Room 119
Kingsville, TX 78363-8202
(361) 593-3419
http://www.tamuk.edu/housing/

Office of Environmental Health & Safety
Texas A&M University Kingsville
College Hall, Room 210
Kingsville, TX 78363
(361) 593-2646 or (361) 593-4131
http://tamuk.edu/risk/ehs/index.html

University Police Department
Texas A&M University Kingsville
Seale Hall
825 W. Santa Gertrudis Ave.
Kingsville, TX 78363
(36) 593-2611
http://www.tamuk.edu/finance/upd/

Policy for preparing the Annual Fire Safety Report
The Texas A&M University Health Science Center (TAMHSC) Kingsville shares a campus and its facilities, including on-campus student housing, with Texas A&M University Kingsville (TAMUK). In accordance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act), if your institution shares on-campus housing facilities with another Title IV institution, both institutions are considered to be in control of the facilities and must report on those facilities to comply with Clery Act requirements. These Clery Act requirements include keeping a fire log, publishing an annual fire safety report containing fire safety information and fire statistics, and submitting fire statistics to the Department of Education. Disclosure of missing student procedures that pertain to students residing in the on-campus housing facilities is also required and can be found in the TAMHSC Kingsville Annual Security Report at the following website:

The TAMHSC Security Department compiles the TAMHSC Kingsville Annual Fire Safety Report with information and input from various sources such as Texas A&M Kingsville Police Department (TAMUK PD) and the TAMUK Office of Environmental Health and Safety.

The Annual Fire Safety Report is published every year by October 1st and contains three years of selected fire statistics in accordance with the Higher Education Opportunity Act (HEOA). This, the
The 2018 TAMHSC Kingsville Annual Fire Safety Report on Student Housing was prepared and updated to reflect a shared campus, including required statistics for calendar years 2015, 2016, and 2017.

**Annual Fire Safety Report and Related Information**

The Annual Fire Safety Report is required by the HEOA for any Title IV institution that maintains an on-campus student housing facility. Per HEOA, an institution that maintains an on-campus student housing facility must collect fire statistics, publish an Annual Fire Safety Report, and keep a fire log.

The Clery Act was amended by HEOA in 2008, requiring future reports include campus housing fire safety statistics. The information contained in this document relates to fire safety for on-campus student residential housing only. The Annual Security Report for TAMHSC Kingsville and Annual Security Reports for other TAMHSC campuses can be found at the following website [http://urc.tamu.edu/clery-act/clery-annual-reports/](http://urc.tamu.edu/clery-act/clery-annual-reports/). A copy may be requested in person at the TAMHSC Kingsville front desk (Room 103, 1010 West Ave. B, Kingsville, TX), by calling (361) 221-0604, or by emailing security@tamhsc.edu.

**Notifications**

Each year, an e-mail notification which provides website access to this report is sent to all current students, faculty, and staff. Upon request, prospective students and employees and others may obtain a written paper copy of the report from the TAMHSC Kingsville front desk (Room 103, 1010 West Ave. B, Kingsville, TX), by calling (361) 221-0604, by emailing security@tamu.edu, or visiting the following website: [http://urc.tamu.edu/media/1197453/KingsvilleAnnualFireReport.pdf](http://urc.tamu.edu/media/1197453/KingsvilleAnnualFireReport.pdf).

Prospective employees are notified of the availability of the Annual Fire Safety Report through an email distributed when applying for a position. Website access to the Annual Fire Safety Report is provided by the Division of Human Resources and Organizational Effectiveness through a link under the “Safety and Security Notices” heading on the Required Employee Notices & Important Reminders webpage at the following url. ([http://employees.tamu.edu/employees/required-notices/](http://employees.tamu.edu/employees/required-notices/))

Prospective students are notified of the availability of the Annual Fire Safety Report through an email distributed when applying for admission. Website access to the Annual Security Report is provided by the Office of Admissions through a link titled “Campus Safety” located at the bottom of the Admissions webpage ([http://admissions.tamu.edu/](http://admissions.tamu.edu/)).

The TAMUK fire log is available for inspection at TAMUK PD, with information regarding the most recent 60-day period that is open to public inspection, upon request, during normal business hours at Seale Hall, 825 W. Santa Gertrudis Ave., Kingsville, TX 78363. A copy of this report may be viewed on the web at [http://www.tamuk.edu/upd/2018_fire_info.html](http://www.tamuk.edu/upd/2018_fire_info.html). Portions of the log older than 60 days can be requested from TAMUK PD and will be available within 2 business days of the request for public inspection. A request can be made by phone at 361-593-2611, or a written request may be sent to TAMUK PD, Seale Hall, 825 W. Santa Gertrudis Ave., Kingsville, TX 78363.
**Reporting Fires**

Per federal law, Texas A&M University is required to annually disclose statistical data on all fires that occur in on-campus housing facilities. TAMHSC Kingsville students, employees, and others reporting a fire on campus should call the TAMUK PD (361-593-2611) or 911.

Below are the non-emergency phone numbers to call to report fires that have already been extinguished. These phone numbers are for fires that are no longer a danger and/or may not have already been reported to TAMUK PD. If students or employees find evidence of such a fire or if hear about such a fire, contact one of the following:

- TAMUK PD (361) 593-2611
- Office of Enterprise Risk Management (361) 593-2237
- Office of Environmental Health and Safety (361) 593-4131
- Executive Director of University Housing and Residential Life (361) 593-2139
- TAMUK Fire Marshall (361) 593-3183

If the fire event concerned a campus residential unit students, employees, or others may also activate a fire alarm pull station, located throughout the residential halls, to begin immediate evacuation of the building and notify TAMUK PD of the fire.

For the purpose of including a fire in the statistics of this annual fire safety report, individuals should also contact one of the above persons or departments. When calling, please provide as much information as possible about the location, date, time, and cause of the fire to aid in annual fire report statistical disclosures. For more fire safety information, call the Environmental Health & Safety Office at (361) 593-2646 or visit: [http://www.tamuk.edu/risk/ehs/firesafety.html](http://www.tamuk.edu/risk/ehs/firesafety.html)

**Fire Safety Education and Training Programs**

Faculty, staff and students should be aware of the location of fire safety equipment and building evacuation routes. For on-campus residents, fire evacuation plans and instruction are posted in-hall (posted in each residential unit) and copies may be obtained through University Housing and Residence Life.

Resident Advisors have fire safety training each year. Fire safety information is discussed at the first floor meeting of the semester and each wing elects a Fire Marshall to assist the Resident Advisors during drills and evacuations.

The university has also designated Building Emergency Managers (BEMs) to assist with emergencies including building evacuations in their respective areas. The BEMs receive annual emergency response training through the Office of Environmental Health & Safety.

Fire drills are also conducted each semester to ensure students understand emergency building evacuation procedures. Students must evacuate the building whenever an alarm sounds. Students who ignore evacuation instruction may be subject to conduct proceedings. Fire drills are also conducted each semester to ensure students understand emergency building evacuation procedures. The University Housing and Residence Life Department schedules 4 or more fire drills for each housing unit, per academic year, typically 2 each semester (1 announced and 1 unannounced).
Residence Hall Fire Safety Policies
There are a number of policies which address matters of health and safety in on-campus housing facilities.

Appliances and Equipment
The following appliances, including portable electrical appliances, are allowed in residence halls, provided they are in good condition and are UL approved. Allowed appliances include coffee pots, hair dryers, stereos, televisions, radios, computers, small refrigerator (maximum of 2 cubic feet), and microwares (only in the kitchenette area of Lucio but not in the student’s room).

For health and safety reasons, the following items, including portable electrical appliances, are prohibited in residence halls. Prohibited appliances include microwave/toaster ovens (except in the kitchenette areas of Lucio Hall), hot pots, air conditioning units, space heaters, hot plates, extension cords, propane stoves, hamburger cookers, steno stoves, candles, incense, oven broilers, open flame, electrical stoves/grills, hot oil popcorn poppers, and halogen lamps.

Residents of on-campus housing are expected to not: overload electrical cords, leave hairdryers or irons plugged in when not in use, touch fire sprinkler heads, use fireworks, hang flammable materials near your bed, and tamper with safety fixtures and devices (stairs, railings, emergency lighting and equipment, electrical controls, smoke alarms, etc.).

Candles/Incense/Wax Warmers/Open Flames
The possession or burning of candles, incense, and other highly flammable items is prohibited.

Cooking
Fire safety regulations do not permit cooking in student rooms or the use or possession of microwave ovens, broiler ovens, hot plates, or other related appliances with exposed heating elements. Prohibited items are subject to confiscation.

Emergency/Safety Equipment
Fire extinguishers and exit signs are strategically located in each hall. These are for the protection of all residents and are expensive to replace. Persons abusing, removing, or tampering with any fire safety equipment, such as fire alarms, fire extinguishers exit lights, etc., are subject to removal from the residence hall, even on a first offense, and to other appropriate disciplinary action. All residents are expected to participate when the hall staff conducts fire drills. As part of the fire safety program, the residence hall staff conducts monthly health and safety inspections.

Tampering with emergency equipment such as fire extinguishers, fire alarms, or emergency exit signs is prohibited by state law and the University Code of Conduct.

Smoking
In order to ensure a safe, healthy and pleasant work, educational and living environment, TAMUK maintains rules and guidelines that limit smoking on all university owned or leased property. Smoking is prohibited in all "No Smoking" areas, all university owned buildings, athletic stadium seating areas, retail service areas, and all vehicles owned or leased by TAMUK.
Smoking is permitted in the following areas and circumstances:

- On university property, smoking is permitted in open-air areas outside of buildings at a distance of at least 20 feet from any entrance door or window so that second hand smoke will not interfere with the occupants of the buildings or individuals entering and exiting the buildings. In athletic stadiums, smoking is permitted downwind and at least 20 feet away from the seating and vending areas.

- University student artists or actors who participate in authorized performances will be allowed to smoke as part of an artistic production provided that appropriate disposal receptacles and smoke filtration units are available and the audience is informed prior to the performance.

- If approved by the Provost and Vice-President for Academic Affairs, smoking is permitted by participants in academic research projects involving smoking provided that it is conducted in a designated area and informational signs are posted indicating the presence of tobacco smoke. The Principal Investigator must have a smoke filtration unit operating during the smoking event.

This rule relies on thoughtfulness, consideration and cooperation of smokers and non-smokers for its success. It is the responsibility of all members of the TAMUK community to observe the provisions and comply with the spirit and intent of this rule. It is expected that smokers utilize proper receptacles to contain the ignited tobacco and properly discard all smoking materials in a manner as to prevent fires.

**Residence Hall Inspection Program**

The Residence Life staff conducts monthly health and safety inspections. Possession of prohibited items or the misuse of restricted items will result in the item(s) being confiscated by hall staff until the resident is able to properly remove the item(s) from the premises. Additionally, students are subject to conduct action.

The TAMUK Fire Marshal conducts Life & Safety inspections of all the residence halls beginning in October. During this process each room is inspected for any fire hazards (extension cords, piggy back power surge, unauthorized cooking appliances, candles, etc.).

**Residence Hall Evacuation and Emergency Procedures**

The Kingsville Fire Department provides services to TAMUK and area residents for protection of life and property from fire and natural disasters. They maintain a standard of training which encompasses both a prompt response to emergencies and the safety of citizens.

An evacuation will occur when the fire alarm sounds and/or notification is made by TAMUK PD, the Emergency Management Team, the building emergency managers acting under the instructions of these offices, the Kingsville Fire Department, or the Kingsville Police Department. All persons are required to evacuate the buildings and cooperate with staff when an alarm is sounded.

All persons (students, employees and campus visitors) are to immediately vacate the area in question, leaving by the nearest marked exit or in accordance with the posted evacuation plan and alert others to do the same. Once outside, proceed to the designated building assembly area. Personnel shall not return to an evacuated building until given the all clear signal by TAMUK officials.
If you are involved in an emergency fire situation on the campus of TAMUK, implement the FIR(E) procedure as described below.

**Find:** If you see or smell smoke, investigate. You should try to determine the extent of the fire, the type of fire and the location of the fire.

**Initiate:** Alert the people in the vicinity to the danger as quickly as possible. Pull the fire alarm station and ask other people to assist in evacuation of the building. NEVER try to control a fire before other people in the building and UPD have been notified.

**Report:** Instruct someone to call UPD at extension 2611 to report the emergency. If you are alone – call UPD prior to any attempt at extinguishing the fire.

**Extinguish or…** Attempt to extinguish the fire ONLY if it is small enough to be contained AND you know how to use the extinguisher. Place yourself between the fire and an exit when using an extinguisher to prevent from being trapped.

**Evacuate:** If the fire cannot be extinguished – EVACUATE! Use the stairways to exit the building. Do not use elevators. As you exit the building, close as many doors as possible. Closed doors act as fire barriers.

Once outside, move to a safe meeting place away from the firefighters. Cooperate with the Building Emergency Manager(s) and other university emergency response staff to conduct roll of building occupants. The fire department should be notified if anyone is left in the building. Stay outside the building until the fire department and/or university officials have indicated that the building is safe to re-enter. TAMUK PD personnel will give the signal when it is safe for persons to re-enter the building.

When you hear the fire alarm – LEAVE the area immediately, closing all doors behind you. Follow the main evacuation route, but be prepared to use an alternate evacuation route.

If you must evacuate through smoke, get down and crawl. Heat and deadly smoke rise and cleaner air will be 12” to 24” above the floor.

If you must open doors while evacuating, test the doors before opening. Use the back of your hand to touch the door, the door knob and the door frame. If they are cool, brace yourself against the door and slowly open the door; if smoke and heat are present, close the door and use an alternate evacuation route.

Use stairways – NEVER use an elevator. In a fire, elevator shafts may fill with smoke, or may have power failure leaving you trapped.

Once outside, move to your designated assembly areas away from the firefighters. Stay outside the building until the fire department has indicated that the building is safe to re-enter.

If you are trapped, stay calm. You can take steps to protect yourself.

If possible go to a room with an outside window and a phone. Call TAMUK PD at extension 2611 and give your exact location. If there is no phone, wave an object out the window (a sheet or jacket), to signal for help. Be ready to shut the window if smoke enters the room. Keep all doors between you
and the fire closed. Cover all vents and seal cracks around the doors to keep out smoke. Be patient. Trained rescuers will arrive to assist you.

**Residence Hall Evacuation Drills (Fire Drills)**

Evacuation drills are coordinated by the Office of Enterprise Risk Management, Environmental Health and Safety Office and University Housing and Residential Life each fall, spring and summer semesters for all residential facilities at TAMUK. The emergency evacuation procedures for each residential unit (Lucio Hall, Mesquite Village - West, Bishop Hall, Martin Hall, Turner Hall, and Lynch Hall) are tested at least twice each semester and once in each of the summer sessions. In calendar year 2017, halls open during the spring and fall semester had four drills while those housing students during the summer had five or six drills.

University Housing and Residential Life conducts announced and unannounced drills. Students become familiar with the locations of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting each facility for a short-term building evacuation. Students are also instructed on fire alarm pull stations and how to activate them in case of a fire or other emergency situation.

University Housing and Residence Life does not inform residents in advance about the designated long-term evacuations because those decisions are affected by the time of day, location of the building being evacuated, the availability of the various designated emergency gathering locations on campus, and other factors such as the location and nature of the threat. In all cases, TAMUK PD, Enterprise Risk Management, Environmental Health and Safety, and University Housing and Residence Life staff on the scene will communicate information to students regarding the developing situation or any evacuation status changes.

The purpose of the drills is to prepare building occupants for an organized evacuation in cases of an emergency. Evacuation drills are used as a way to educate and train occupants on issues specific to their facility. During the drill, occupants “practice” drill procedures and familiarize themselves with the location of exits and the sound of the fire alarm. All occupants are instructed that they must evacuate the building immediately when fire alarms are activated.

The process also provides the university an opportunity to test the operation of the fire alarm system components. Any deficient equipment is noted so that appropriate repairs can be performed. Students receive emergency information and procedures during their hall meetings. Additionally, students are provided promotional materials titled “Have an Exit Strategy” which are developed by the Texas State Fire Marshal’s Office. The university continues to inspect, test and replace fire detection equipment in residential halls as necessary.

Annually, one or more buildings are selected at random and an emergency is declared within or in the vicinity of the selected building. Evacuation procedures are posted and executed. The drill is critiqued and an After Action Report (AAR) is generated. The AAR is retained for a minimum of two years.
Description of Residence Hall Fire Safety Systems
Fire alarm and smoke detection systems located in residence halls are monitored 24 hours a day, 7 days a week by the TAMUK PD.

<table>
<thead>
<tr>
<th>Residence Hall</th>
<th>Sprinkler System</th>
<th>Fire Alarm System</th>
<th>Smoke Detection</th>
<th>Fire Extinguisher Device</th>
<th>Evacuation Plans *</th>
<th>Number of Drills Per Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bishop Hall</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>4</td>
</tr>
<tr>
<td>Lynch Hall</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>4</td>
</tr>
<tr>
<td>Martin Hall</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>5</td>
</tr>
<tr>
<td>Turner Hall</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>3</td>
</tr>
<tr>
<td>Lucio Hall</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>6</td>
</tr>
<tr>
<td>Mesquite Village-West</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>4</td>
</tr>
</tbody>
</table>

*Evacuation plans are posted on the back of each residence hall room door.

Fire Safety Definitions (Department of Education)

On-campus student Housing Facility: Any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus is considered an on-campus student housing facility.

Cause of fire: The factor or factors that give rise to a fire. The causal factor may be, but is not limited to, the result of an intentional or unintentional action, mechanical failure, or act of nature.

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

Fire drill: A supervised practice of a mandatory evacuation of a building for a fire.

Fire-related injury: Any instance in which a person is injured as a result of a fire, including an injury sustained from a natural or accidental cause, while involved in fire control, attempting rescue, or escaping from the dangers of the fire. The term “person” may include students, employees, visitors, firefighters, or any other individuals.

Fire-related death: Any instance in which a person—

1. Is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of a fire; or
2. Dies within one year of injuries sustained as a result of the fire.

Fire safety system: Any mechanism or system related to the detection of a fire, the warning resulting from a fire, or the control of a fire. This may include sprinkler systems or other fire extinguishing systems, fire detection devices, stand-alone smoke alarms, devices that alert one to the presence of a fire, such as horns, bells, or strobe lights; smoke-control and reduction mechanisms; and fire doors and walls that reduce the spread of a fire.
Value of property damage: The estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quantity. This estimate should include contents damaged by fire, and related damages caused by smoke, water, and overhaul; however, it does not include indirect loss, such as business interruption.

**On-Campus Housing Initiatives**

There are no plans for future fire safety improvements for on-campus student housing facilities during the 2018 – 2019 academic year.
### 2015 On-Campus Housing Facility Fire Statistics

<table>
<thead>
<tr>
<th>Facility Name</th>
<th>Building Address</th>
<th>Total Fires in Each Facility</th>
<th>Fire Number</th>
<th>Cause of Fire</th>
<th>Number of Injuries That Required Treatment at a Medical Facility</th>
<th>Number of Deaths Related to a Fire</th>
<th>Value of Property Damage Caused by Fire</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bishop Hall</td>
<td>1210 W. Santa Gertrudis</td>
<td>0</td>
<td>0</td>
<td>n/a</td>
<td>n/a</td>
<td>n/a</td>
<td>n/a</td>
</tr>
<tr>
<td>Lewis Hall¹</td>
<td>855 N. University Blvd</td>
<td>0</td>
<td>0</td>
<td>n/a</td>
<td>n/a</td>
<td>n/a</td>
<td>n/a</td>
</tr>
<tr>
<td>Lynch Hall</td>
<td>1110 W. Santa Gertrudis</td>
<td>0</td>
<td>0</td>
<td>n/a</td>
<td>n/a</td>
<td>n/a</td>
<td>n/a</td>
</tr>
<tr>
<td>Martin Hall</td>
<td>1255 W. Engineering Ave</td>
<td>0</td>
<td>0</td>
<td>n/a</td>
<td>n/a</td>
<td>n/a</td>
<td>n/a</td>
</tr>
<tr>
<td>Turner Hall</td>
<td>1210 W. Santa Gertrudis</td>
<td>0</td>
<td>0</td>
<td>n/a</td>
<td>n/a</td>
<td>n/a</td>
<td>n/a</td>
</tr>
<tr>
<td>Lucio Hall</td>
<td>1015 N. Retama</td>
<td>0</td>
<td>0</td>
<td>n/a</td>
<td>n/a</td>
<td>n/a</td>
<td>n/a</td>
</tr>
<tr>
<td>Mesquite Village-West</td>
<td>1212 W. Ave B</td>
<td>0</td>
<td>0</td>
<td>n/a</td>
<td>n/a</td>
<td>n/a</td>
<td>n/a</td>
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</table>

¹ Beginning in summer 2015, Lewis Hall was converted to office space and is not an on-campus housing facility at the time of this report.
## 2016 On-Campus Housing Facility Fire Statistics

<table>
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<tr>
<th>Facility Name</th>
<th>Building Address</th>
<th>Total Fires in Each Facility</th>
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<td>Martin Hall</td>
<td>1255 W. Engineering Ave</td>
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<td>Turner Hall</td>
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<td>Lucio Hall</td>
<td>1015 N. Retama</td>
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<td>Mesquite Village-West</td>
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Other Annual Fire Safety Reports and Annual Security Reports

Annual Security Reports and Annual Fire Safety Reports for other Texas A&M University locations are as follows and are available at the following Texas A&M University Risk, Ethics, and Compliance website:

http://urc.tamu.edu/clery-act/clery-annual-reports/

Other Texas A&M University Annual Fire Safety Reports
Texas A&M University College Station
Texas A&M University at Galveston
Texas A&M University at Galveston, TS General Rudder
Texas A&M University at Galveston, TS Kennedy

Other Texas A&M University Annual Security Reports
Texas A&M University College Station
Texas A&M University O.D. Butler, Jr. Animal Science Complex and University Farm
Texas A&M University RELLIS Campus
Texas A&M University at Galveston
Texas A&M University at Qatar
Texas A&M University Mays Business School at CityCentre
Texas A&M University School of Law
Texas A&M University Health Science Center Bryan
Texas A&M University Health Science Center Dallas
Texas A&M University Health Science Center Houston
Texas A&M University Health Science Center Kingsville
Texas A&M University Health Science Center McAllen
Texas A&M University Health Science Center Round Rock
Texas A&M University Health Science Center Temple
Texas A&M University Higher Education Center at McAllen
Texas A&M University at Galveston, TS General Rudder
Texas A&M University at Galveston, TS Kennedy