

Ferris State University - Emergency Event Form

This form replaces FSU Report of Fire Alarm

Location of Event (circle appropriate building code)									
ALU	ASC	AUT	BHC	BIS	BON	BRO	BUS	CAC	CSS
CCE	CLK	CPD	CRA	CSB	ECS	FLT	GEN	GRN	HAL
HEC	HEN	IRC	JOH	KAT	KNO	MAS	MCG	MCK	MCN
MER	MIL	MUS	NEC	NST	PHR	PIC	POW	PRK	PUT
RAN	ROC	RQT	SCA	SCI	SCO	SPO	SRC	SST	STR
SWC	SWN	TAG	TRV	UCB	TTF	VAN	VFS	WAR	WCA
WCC	WCO	WCO-DPS	WES	WIL					
Event Information									
Date of Event: _____					Time: _____ (a.m.) (p.m.)				
Type of Event: Tornado / Shelter Fire / Evacuation False Alarm									
Was this Event a Drill: Yes No									
Description: _____									
Notify Campus Police at X5000 Prior to Drills									
Schedule all drills with Campus Police five (5) business days prior to actual drill Notify Campus Police immediately (2 to 3 minutes) prior to drill by phone and record below.									
Name of Dispatcher Notified: _____ Time of Notification: _____ (a.m.) (p.m.)									
Alarms and Evacuations									
Alarm activated from: _____ (specific location)									
Did the station that was activated set the entire system off?					Yes	No			
Did all fire horns sound throughout the building(s)?					Yes	No			
All manual pull stations appear operational?					Yes	No			
Did building occupants respond in an orderly manner?					Yes	No			
Was the Big Rapids Department of Public Safety notified?					Yes	No			
Were people with special needs assisted out of the structure?					Yes	No			
Did building occupants follow established procedures?					Yes	No			
Approximate Time Floor(s) Evacuated / Sheltered									
1	2	3	4	5					
6	7	8	9	10	11				
List Building Occupants Who Failed to Comply									
Describe Physical Damage / Repairs (Notify Physical Plant X2920 & Risk Mgt / Insurance X3848)									
Building Emergency Coordinator's Name / Title (print)			Date			Phone			
Forward Copies of this Report to the Following Offices the Next Business Day.									
CC: Campus Police, Dean / Director, Human Resources (Safety Coordinator), and Coordinator's File									

FERRIS STATE UNIVERSITY
Building Addresses

Building	Abbreviations	Street Addresses
Alumni Building	ALU	410 Oak Steet
Arts & Sciences Commons	ASC	820 Campus Drive
Automotive Center	AUT	708 Campus Drive
Health Center (Birkham)	BHC	1019 Campus Drive
Bishop Hall	BIS	1349 Cramer Circle
Bookstore (B&N)	UCB	805 Campus Drive
Bond Hall	BON	1400 Bond Circle
Brophy Hall	BRO	1502 Knollview Drive
Business Building	BUS	119 South Street
Creative Arts Center	CAC	1408 Bond Circle
Copy Center	CCE	1124 S. State Street
Clark Hall	CLK	1002 Campus Drive
Corporate & Professional Dev Center	CPD	1020 Maple Street
Cramer Hall	CRA	1325 Cramer Circle
Storage Building	CSB	1105 Maple Street
Timme Center for Student Services	CSS	1201 S. State Street
East Campus Suites	ECS	
FLITE	FLT	1010 Campus Drive
General Services Building	GEN	111 W Knollview Drive
Granger Center for Construction & HVACR	GRN	605 S. Warren
Hallsy Hall	HAL	1107 S. State Street
Heavy Equipment Center	HEC	220 Sports Drive
Henderson Hall	HEN	1412 S. State Street
Interdisciplinary Resource Center	IRC	1301 S. State Street
Johnson Hall	JOH	1009 Campus Drive
Katke Golf Course	KAT	1003 Perry Street
Knollcrest	KNO	1506 Knollview Drive
McKessy House	MCK	120 E. Cedar Street
McNerney Hall	MCN	1504 Knollview Drive
Merrill Hall	MER	1520 Knollview Drive
Miller Hall	MIL	1525 S. State Street
Music Activities Center	MUS	1030 Campus Drive
National Elastomer Center	NEC	919 Campus Drive
North Hall	NHB	785 Campus Drive
North Storage	NST	724 S. State Street
Pharmacy Building	PHR	220 Ferris Drive
Pickell Hall	PIC	202 South Street
Power Plant (Campus)	POW	625 S. Warren
Prakken Building	PRK	420 Oak Street
Puterbaugh Hall	PUT	1312 S. State Street
Rankin Center	RAN	805 Campus Drive
Rock Cafe	ROC	1420 Knollview Drive
Racquet Facility & Fitness Center	RQT	14342 Northland Drive
South Campus Apartments	SCA	
Science Building	SCI	808 Campus Drive
South Commons	SCO	1420 Knollview Drive
Sports Complex (Ewigleben)	SPO	210 Sports Drive
Student Recreational Center	SRC	401 South Street
Starr Educational Center	STR	901 S. State Street
Southwest Commons	SWC	1401 Bond Circle
Swan Building	SWN	915 Campus Drive
Taggart Hall	TAG	1403 S. State Steet
Travis Hall	TRV	1524 Knollview
Top Taggart Field	TTF	1215 Campus Drive
University Center	UCB	805 Campus Drive
Vandercook Hall	VAN	1009 Campus Drive
Allied Health (Victor F Spathelf)	VFS	200 Ferris Drive
Ward Hall	WAR	1413 S. State Street
West Campus Apartments	WCA	
West Campus Community Center	WCC	1414 Family Drive
West Commons	WCO	1319 Cramer Circle
Public Safety	WCO-DPS	1319 Cramer Circle
West Building	WES	330 Oak Street
Williams Auditorium	WIL	901 S. State Street