FIRE SAFETY CHECKLIST

BEFORE YOU MOVE IN

☐ Are there fire alarms installed on every floor, including the basement, and outside each sleeping area?
☐ Smoke detectors can be on either the ceiling or the wall. If alarms are placed on the wall, they must be between 4 and 12 inches from the ceiling. If alarms are placed on the ceiling, they must be at least 4 inches away from any corners.
☐ Is there an automatic fire sprinkler system?
☐ Make sure you have at least one fire extinguisher.

ONCE YOU MOVE IN

SMOKE DETECTORS

☐ Test each smoke detector once per month by pressing the “test” button until you hear a chirp.
☐ Do not use an open-flame device to test the detector, as you could burn yourself.
☐ Never “borrow” a battery from a smoke detector for another use. A working smoke detector can double your chances of surviving a fire.

KITCHEN SAFETY

☐ Never leave cooking unattended.
☐ Turn pot handles inward on the stove so that you won’t accidentally bump into them.
☐ Keep cooking area clear of combustibles.
☐ If grease catches on fire in a pan, cover it with a lid to smother the flames, and turn off the heat. Leave the lid on until it cools. DO NOT throw water on steaming or burning grease!

CANDLES

☐ Never leave a burning candle unattended.
☐ Don’t display candles near exits or in windows.
☐ Make sure candles are in secure holders on a surface that does not burn and are away from any flammable materials.

SMOKING SAFETY

☐ Do not leave cigarettes unattended.
☐ Make sure cigarettes are disposed of safely.

SPACE HEATERS

☐ Keep portable heaters at least three feet away from any flammable materials.
☐ Never leave heaters on when you leave the residence or when you go to sleep.

ELECTRICAL SAFETY

☐ Don’t overload your electrical outlets.
☐ Make sure you do not run electrical cords under rugs.
☐ If an electrical appliance is smoking or has an unusual smell, unplug it immediately and have it serviced before using it again.
☐ Do not tamper with your fuse box.
☐ Replace any electrical cord that is frayed or cracked.

CREATE AN ESCAPE PLAN

☐ Draw up a floor plan of your home, making sure to determine a way to escape out of every room.
☐ Go over your plan with your roommate(s) so that everyone knows how to escape in case of a fire.
☐ Physically walk through each escape route.
☐ Decide on a meeting place outside the residence where everyone will meet once they escape.

IN CASE OF FIRE

☐ Escape FIRST, then call 9-1-1. Do not re-enter the building until the fire department says it is safe to do so.
☐ Craw low if there is smoke. Cleaner, cooler air will be near the floor.
☐ Feel any door before opening. If it is hot to the touch, do not open the door.
☐ Always use an exit stair, not an elevator.
☐ Elevator shafts may fill with smoke or the power may fail, leaving you trapped.

IF YOU GET TRAPPED

☐ Keep the doors closed.
☐ Signal for help by hanging an object out the window to attract attention.
☐ If there is a phone in the room, call 9-1-1 and report that you are trapped, making sure to give your exact location within the residence.

FIRE EXTINGUISHERS

☐ Only use a fire extinguisher if the fire is small and has not spread from the spot at which it started. If the fire cannot be put out, leave immediately and call 9-1-1.
☐ Be sure to always call the fire department, even if you think the fire has been put out.