10 Life Safety Tips
To Live By

Safety Action Items for Everyday Life:

1. Maintain all exit doors clear of any storage; regularly ensure that they are fully functional.

2. Maintain 44” of clear, walkable space in all hallways, preferably in direct line with egress doors. Avoid storing items of any kind in hallways.

3. Ensure all stairwell doors remain closed. Do not prop open stairwell or fire rated doors.

4. Control your storage. Do not block fire extinguishers, pull stations, alarm devices, exit signage, emergency lights, and sprinkler heads. Keep storage below 18” of the ceiling or of fire sprinkler heads in sprinkled buildings.

5. Limit fuel load. Reduce quantities of flammable and combustible liquids, and limit accumulation of loose paper and cardboard.

6. Connect electrical devices, plug strips and extension cords directly into wall outlets. Do not plug extension cords and plug strips in to one another. Inspect all electrical cords prior to use, and unplug then coil extension cords at the end of every work shift.

7. Check your heat generating devices (portable heaters, hot pots, coffee pots, irons, etc.) They should draw no more than 15 amps, be UL listed, and have automatic shut-off and/or tip-over detection features.

8. Participate fully in fire drills; evacuate and assemble at rally points 150 feet from the building.

9. In case of fire think – RACE
   - Remove people from the location
   - Alert others by sounding the alarm system, calling 911, or through verbal warnings
   - Contain the fire by closing doors
   - Evacuate the area using the nearest safe exit.

10. Have an exit strategy everywhere you go. Always know two ways out!