

November Safety Briefing

Fire Safety

1. Learn the location of fire escape routes and fire extinguishers, and learn how to use extinguishers
2. Become familiar with stairway exits, as elevators might not function during a fire, or they may become traps for heat and/or smoke
3. Know location of fire alarms, and how to activate them
4. Practice fire drills at home and at work. New batteries in smoke detectors
5. Keep heat-producing equipment, such as copiers, coffee makers, and hot plates, away from flammable items
6. Turn off electrical appliances when no one will be around to view them
7. Disconnect and replace cracked, frayed, or broken electrical cords
8. Beware of using too light an extension cord for the application, or putting multiple extension cords together
9. Don't run electrical cords under carpets, as they can overheat, or become damaged
10. Eliminate or reduce unnecessary buildups of flammable materials
11. Add fire extinguishers to your home and automobiles
12. Turn off cell phones you are carrying while refueling your vehicle, as they are a source of static electricity that have caused vapor ignition