

High Rise Living

In Case of Fire ... In Your Apartment Building

If You Discover a Fire

- Leave the area of danger
- Close all doors in your path of exit
- Sound the Fire Alarm
- Telephone the Fire Department from an area of safety... **9-1-1**
- Use a safe exit stairwell
- DO NOT USE ELEVATORS!

Upon Hearing the Fire Alarm

- Turn off all appliances
- Feel the door before opening it. If it is warm, remain in your suite and call the Fire Department
- If the door is not hot ... leave the building via the nearest exit, closing all doors behind you
- Make sure you take your room key, in case you are forced to return to your unit

CAUTION:

If the smoke is heavy in the corridor, it may be safer to remain in your area. Close the door and place a wet towel at the base of the door. If you encounter smoke in the stairway, use an alternate exit or if all of the stairways are affected, it may be safer to stay in your area.

KNOW YOUR BUILDING:

1. You should know where your exits are and your nearest fire alarm pull station. This knowledge may save your life.
2. Make your Family Fire Escape Plan **now**. (See plan your escape)
3. Have an escape plan so that you and your family know what to do in the event of fire.
4. Check for two exits. Make a simple floor plan showing both exits. Walk the distance, actually counting the number of steps. Plan both your escape route and your meeting place.
5. In an emergency, hallway and exit lighting may be out. Make sure that you can follow your escape plan in the dark.
6. Have a family meeting to discuss your escape plan and the fire safety information on this page.
7. Conduct regular practice fire drills with your family and participate in the fire drills conducted by the management of your building.

Note: ... The Ontario Fire Code dictates that:

- All exits are to be free of any obstructions
- All exit doors are to be kept closed
- You must report any fire safety violations to the superintendent immediately

Notice to all Apartment Residents:

The following items are intended to assist all residents in controlling fire hazards in their building. Residents are advised:

- Do not put burning materials such as cigarettes and ashes into the garbage chute

- Do not dispose of flammable liquids or aerosol cans in these chutes
- Do not force cartons, coat hangers or bundles of paper into the garbage chute...it may become blocked
- Avoid unsafe cooking practices .. (e.g. ... too much heat, unattended stoves, wearing loose fitting clothes etc...)
- Do not use unsafe electrical appliances. Do not overload outlets
- Do not use extension cords as permanent wiring. Discard frayed extension cords.
- Avoid careless smoking, use ashtrays and **never smoke in bed**

Fire Extinguishment, Control or Confinement

Never place yourself or others in jeopardy by attempting to extinguish a fire. In the event a small fire cannot be extinguished with the use of a portable fire extinguisher or the smoke presents a hazard to the operator, leave the fire area. The door to the area should be closed to confine and contain the fire. Activate the fire alarm system, ensure that the Fire Department has been notified and wait outside for them to arrive.

Provided through cooperation from the Ottawa Fire Department.