

FIRE PREVENTION AND FIRE SAFETY TIPS

KEEP FIRE DOORS CLOSED

Fire doors are found between stairwells and corridors, corridors and elevator lobbies and other distinct building areas. They are designed to contain fire and smoke and to keep it from spreading throughout a building. Keeping them closed will give you time to exit safely during a fire. Fires happen unexpectedly, so keep them closed at all times. Blocking them open even momentarily places other occupants at risk.

NEVER BLOCK EMERGENCY EQUIPMENT

Never place anything in front of fire alarm pull boxes, fire extinguishers, fire hoses or exit signage. During an emergency this equipment may be needed to alert occupants of an emergency or to help extinguish a fire. Keep access to this equipment free of obstructions at all times.

DO NOT PLACE OBJECTS IN STAIRWELLS OR NEAR EXITS

Stairwells are intended to be a safe avenue for escape to the exterior of buildings. They are required by fire code to be free of any and all objects that might impede egress. Never store anything, even temporarily, in stairwells. Exits are useless unless they are available and usable. Do not place objects in hallways or near exit doors. People may be endangered while attempting to evacuate in an emergency.

KEEP ALL MATERIALS AT LEAST 18 INCHES BELOW FIRE SPRINKLERS

Fire sprinklers will not operate properly or extinguish fires if they are blocked. Sprinklers require at least 18" of space to disperse the water properly.

FAMILIARIZE YOURSELF WITH LOCATIONS OF EXTINGUISHERS AND EXITS AND OTHER FIRE DEVICES

Check your immediate work or residential area. Find out where the fire extinguishers are. Know where the fire alarm stations are located and how they work. Locate two exits from your area or floor. Find "landmarks" in the exit path, something that might aid in navigating during evacuation if the corridor is dark during an emergency.

LIMIT THE USE OF MULTIPLE OUTLET ELECTRICAL DEVICES AND DO NOT USE EXTENSION CORDS

Electrical circuitry is designed to carry a reasonable load, but operating several devices from one outlet can seriously overload the wiring causing it to overheat and start a fire. Use only one device per outlet. If electrical service is inadequate, call the Maintenance Department at (216) 373-5206 to correct the situation. Always utilize surge protectors and follow Residence Hall procedures for electrical devices.

NEVER STORE FLAMMABLE LIQUIDS

Even in a lab, you should only keep the absolute minimum necessary to accomplish the immediate task at hand. Never stockpile or allow flammable liquids to accumulate. Keep them away from ignition sources.

OPERATE SPACE HEATERS CAREFULLY

Do not use small, portable electric heaters unnecessarily. Heaters on campus must have emergency tip-over switches, and thermostatic limiting controls. Heating problems should be directed to the Maintenance Department at (216) 373-5206.

DO NOT USE UNAUTHORIZED COOKING OR HEAT SOURCES IN RESIDENCE HALL ROOMS

Do not use electric skillets, hot plates, or other unauthorized devices. Refer to the Notre Dame College Student Handbook for additional information on authorized and unauthorized devices. You may also ask the Residence Life staff about what devices are authorized.

SMOKING is prohibited in all buildings on campus. Open flame devices including candles are also prohibited. Fire safety concerns may be directed to the Emergency Preparedness Coordinator at (216) 373-7145.