

## PROTECT YOURSELF

### PARTICIPATE IN FIRE DRILLS

Fire drills are conducted to familiarize you with the sound of your building's fire alarm, the locations of emergency exits, and the procedure for calling the fire department. You should also know where other available exits are located.

### ASSURE THE BUILDING ADDRESS IS VISIBLE

**3** INCH NUMBERS ON HOUSES/HOMES

**6** INCH NUMBERS ON COMMERCIAL BUILDINGS

### IF YOU ARE DISABLED

If you are disabled (even temporarily), you should do the following:



- Learn about fire safety.
- Plan ahead for fire emergencies.
- Be aware of your own capabilities and limitations.

Look for areas of refuge, like stair enclosures or the other side of the corridor fire door. Most elevators are designed to stop operating when the alarm is sounding and are not safe during fires. Sometimes it may be safer to stay inside your apartment and follow the advice for being trapped.

### REPORT DAMAGED FIRE EQUIPMENT

**Fire Doors:** Should close completely and automatically.

**Exit Signs:** Two exits should be visible from all public areas.

**Fire Alarm:** Horns, bells and pull stations should be accessible and in working order.

**Smoke Alarms:** Keep them clean so they can detect smoke when you are asleep and wake you in time to get out. Remove batteries **ONLY** when installing a new one.

**Fire:** Report empty or vandalized extinguishers. Know where your extinguisher is.



## Orange County Fire Rescue Department Office of the Fire Marshal

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Orlando, Florida 32801-3319

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Fax: 407.836.8330

[www.ocfrd.com](http://www.ocfrd.com)

For Emergencies Dial  
**911**

### REPORT FIRE RELATED CRIMES TO THE POLICE



There is often a reward for information leading to the arrest of an arsonist.

Intentionally causing a false alarm is a crime punishable by a fine and/or imprisonment.

Vandalism of fire extinguishers, exit signs, and fire alarms robs you of your life protection.

Any person found responsible for these crimes will face prosecution.

Burning of household trash or yard debris can result in a fine.

# Fire in the Building



## IF THERE IS A FIRE

### SOUND THE ALARM

If you discover or suspect a fire, sound the building fire alarm. If there is no alarm in the building, warn the other occupants by knocking on doors and shouting as you leave.



### LEAVE THE BUILDING

Try to rescue others only if you can do so safely. Move away from the building and stay out of the fire department's way. Do not go back into the building until the fire department says it is safe to do so.



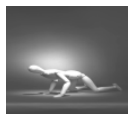
### CALL THE FIRE DEPARTMENT

Dial 911 and give as much information as possible to the emergency dispatcher.



### CRAWL IF THERE IS SMOKE

If you get caught in smoke, get down and crawl. Cleaner air will be near the floor.



### FEEL DOOR BEFORE OPENING

Before opening any doors, feel the metal knob. If it is hot, do not open the door. If it is cool, brace yourself against the door. Open it slightly and if heat or heavy smoke are present, close the door and stay in the room.



### GO TO NEAREST EXIT OR STAIRWAY

If the nearest exit is blocked by the fire, heat, or smoke, go to another exit.



### DO NOT USE ELEVATORS

Always use an exit stair, not an elevator. Elevator shafts may fill with smoke, or the power may fail, leaving you trapped. Stairway fire doors will keep out fire and smoke and will protect you until you get outside.



## IF YOU GET TRAPPED

### KEEP THE DOOR CLOSED

Seal cracks and vents if smoke comes in. If you're trapped in a room and there is no smoke outside, open the window from the top, if possible, to let out the heat and smoke, and from the bottom to let in fresh air.



### SIGNAL FOR HELP

If there is a phone in the room, call 911 and report that you are trapped. Be sure to give your room number and location. Hang an object out the window (jacket, shirt, bed sheet) to attract the fire department's attention. **Sometimes it is safer to stay in place!** If all exits from a floor are blocked, go back to your room, close the door, seal cracks, open the windows if safe, wave something and shout or phone for help. **Don't jump. Help is on the way.**



### STOP DROP AND ROLL

If your clothes catch on fire, **stop, drop, and roll**, wherever you are. Rolling smothers the fire.



### COOL BURNS

Use cool tap water on burns immediately. Do not use ointments. If skin is blistered, dead, white, brown or charred, call for an ambulance.



## TO PREVENT FIRES

### SMOKE CAREFULLY

If you smoke, do not smoke in bed or near flammable materials. Use large ashtrays and be sure ashes, matches, and cigarette ends are cold before disposal.



### COOK IN APPROVED AREAS

\* Use U.L. listed appliances. Stay nearby while appliances are on. Clean up grease and appliances as soon as possible.  
\* Bar-B-Q gas or charcoal grills are not permitted to be used under porches, on decks, or in or within 10 feet of a building.



## HELP ELIMINATE FIRE HAZARDS

### ELECTRICAL ABUSE

Use of multiple electrical extension cords to obtain more outlets creates overloaded electrical circuits, and can cause a fire. Replace damaged wires. Match your appliance power requirements to the circuit power. Make sure approved electrical cords do not get pinched or damaged by furniture.



### APPLIANCES

Hotplates, coffee pots, irons, space heaters, etc., should never be left unattended. They should be unplugged after each use. Do not store appliances until they are cool enough to touch. Keep heaters and oscillating fans away from curtains and furniture. Match the size of the extension cord to the appliance power cord to prevent cord overheating. Keep ovens, stove burners, and fan filters clean of grease build-up. Also keep combustibles, like paper and plastics, away from hot surfaces.



### OPEN FLAMES

Candles, Bunsen burners etc., should never be left unattended. Extinguish all open flames before leaving, even if only left for a very short time. Candles are very hazardous, especially in bedrooms.



### HAZARDOUS STORAGE

Properly dispose of all chemical waste as soon as possible. Surplus material should be stored in a safe place. Keep incompatible chemicals separated and away from each other.



### FLAMMABLE LIQUIDS

Gasoline, ether, paint, glue, etc., may not be stored in residential buildings. Storage of flammable liquids is limited to specific quantities and only in approved safety containers.



### OBSTACLES

Storage of bicycles, chairs, desks and other items is prohibited in all exit ways. Only approved security bars are permitted on windows.

