

IV.

FIRE PREVENTION RECOMMENDATIONS

DO'S

- ⤴ Eliminate extension cords
- ⤴ Check electrical equipment
- ⤴ Know the location of fire extinguishers
- ⤴ Keep areas clean
- ⤴ Keep exits clear
- ⤴ Keep exit paths clear
- ⤴ Keep fire equipment clear
- ⤴ Report problems to the Building Management

DON'TS

- ⤴ No Smoking in building
- ⤴ Do not over use extension cords, unplug small appliances when not in use
- ⤴ Do not block doors in open position
- ⤴ Do not block fire equipment or exiting paths
- ⤴ Do not block sprinklers
- ⤴ Do not store combustible materials
- ⤴ Do not use an open flame for light
- ⤴ Do not allow trash or boxes of paper to accumulate in storage or other enclosed areas