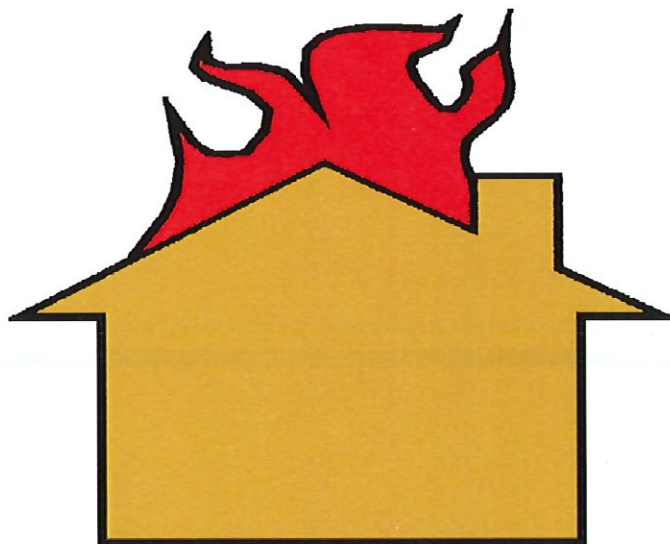


# **TENANT FIRE PREVENTION GUIDE**

**(Emergency Call 911)**



**ahrma**  **assisted housing risk  
management association**

**ahrma**  **insurance program**  
**affordable housing risk management and insurance**

## TENANT FIRE PREVENTION GUIDE

This tenant fire prevention guide has been developed to help educate you on fire hazards and the precautions that can be taken to prevent a fire. Tenants should read the information in this guide and a copy of this guide should be kept for future reference. If you have any questions please contact Management.



**Children Playing with Matches or Lighters:** Children are curious about fire. Often what begins as a natural exploration of the unknown can lead to tragedy. At home, children usually play with fire in bedrooms, in closets and under beds. These are “secret” places where there are a lot of things that catch fire easily. Here are some related safety rules.

- Supervise young children closely. Do not leave them alone even for short periods of time.
- Keep matches and lighters in a secured drawer or cabinet.
- Check under beds and in closets for burned matches, evidence your child may be playing with fire.
- Take the mystery out of fire by teaching children that fire is a tool, not a toy.
- Develop a home fire escape plan, practice it with your children and designate a meeting place outside.
- Teach children the nature of fire. It is FAST, HOT, DARK and DEADLY!
- Teach children not to hide from firefighters, but to get out quickly and call for help from another location.
- Show children how to crawl low on the floor, below the smoke, to get out of the house and stay out in the case of fire.
- Demonstrate how to stop, drop to the ground and roll if their clothes catch fire.
- Test your smoke alarms frequently to make sure they are operating properly. Having a working smoke alarm dramatically increases your chances of surviving a fire.



**Danger —  
Children and Lighters**

**KEEP CIGARETTE LIGHTERS AWAY  
FROM YOUNG CHILDREN**

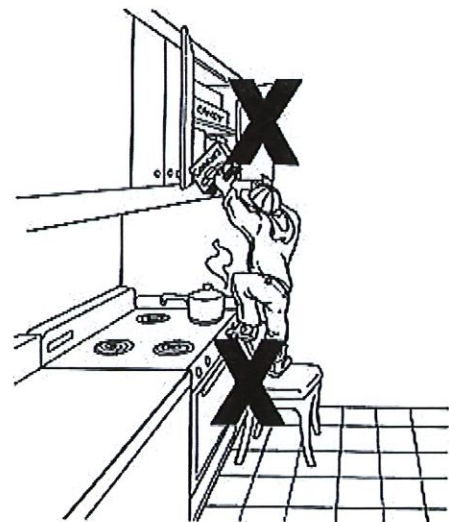


**Kitchen Safety:** Cooking fires are a leading cause of home fire. The majority of cooking fires start with the ignition of common household items (i.e., wall coverings, paper or plastic bags, curtains, etc.). Unattended cooking is the leading cause of home cooking fires. Here are some related safety rules.

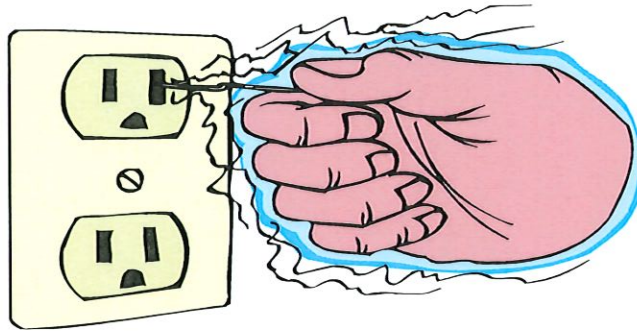


- Never leave cooking food on the stovetop unattended, and keep a close eye on food cooking inside the oven. **Use a Cooking Timer.**
- Keep cooking areas clean and clear of combustibles (i.e. potholders, towels, rags, drapes and food packaging).
- Clean the exhaust hood and area around the stove regularly and wipe up spilled grease as soon as the surface of the stove is cool.
- Keep children and pets away from cooking areas by creating a three-foot “kid-free zone” around the stove.

- Turn pot handles inward so they can’t be bumped and children can’t grab them.
- Always keep a potholder, oven mitt and lid handy. If a small grease fire starts in a pan, put on an oven mitt and smother the flames by carefully sliding the lid over the pan. Turn off the burner. Don’t remove the lid until it is completely cool. Never put water on a grease fire and never discharge a fire extinguisher onto a pan fire, it can spray or shoot burning grease around the kitchen, actually spreading the fire.
- If there is an oven fire, turn off the heat and keep the door closed to prevent it from burning you and your clothing.
- If there is a microwave fire, keep the door closed and unplug the microwave.



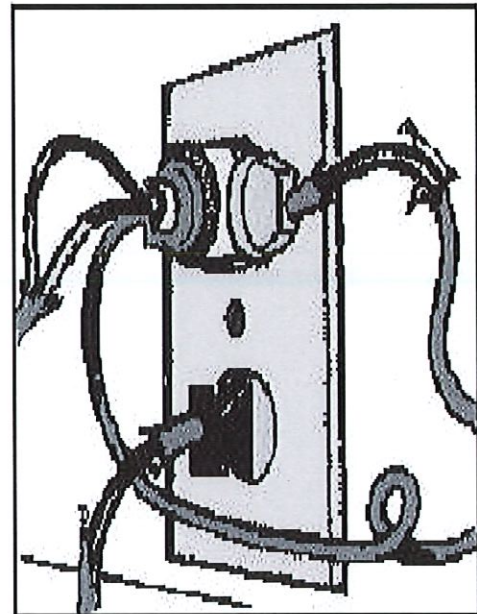




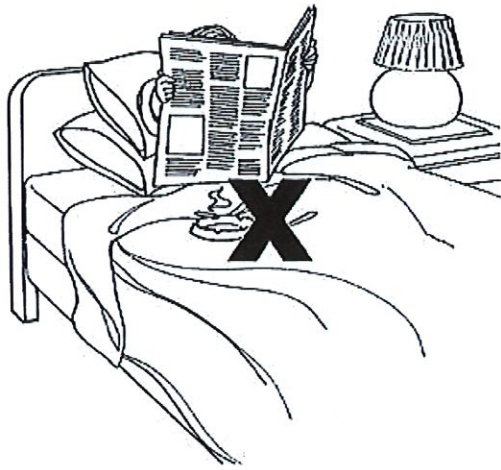
**Electrical Safety:** Faulty or misused wiring, switches, outlets, cords and plugs, fuse and circuit breaker boxes, lighting fixtures and lamps are the leading cause of electrical fires. Here are some related safety rules.

- Replace or repair loose or frayed cords on all electrical devices.
- Do not run extension cords across doorways or under carpets. It is better not to use extension cords.
- In homes with small children, electrical outlets should have plastic safety covers.
- Follow the manufacturer's instructions for plugging an appliance into a receptacle outlet.
- Avoid overloading outlets. Consider plugging only one high-wattage appliance in each receptacle outlet at a time. If a circuit breaker trips or a fuse blows frequently, decrease the number of appliances on that line.
- If outlets or switches feel warm, shut off the circuit and have them checked by the maintenance staff.
- When possible, avoid the use of multiple outlet adapters and other devices that allow the connection of multiple appliances on a single receptacle.
- Place lamps on level surfaces, away from things that can burn and use bulbs that match the lamp's recommended wattage.
- Allow air space around the TV to prevent overheating. The same applies to electronic devices, radios, stereos and lamps.

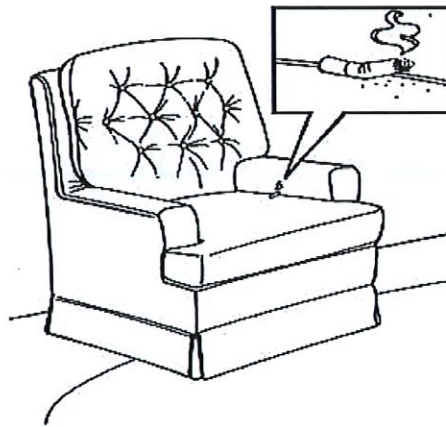
**Don't let an Octopus loose in your house!**



**Smoking Material Related Fires:** Residential fires are often caused by smoking materials that are carelessly disposed of. Common sources of ignition are mattresses, bedding, and upholstered furniture. Here are some smoking material related safety rules.

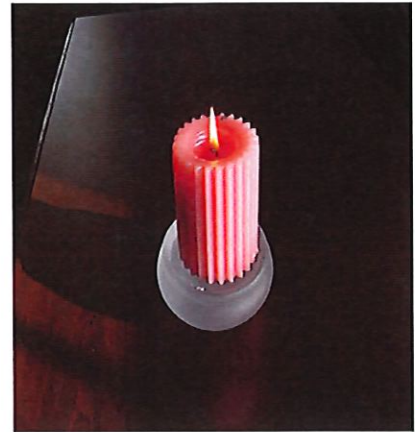


- **Do not smoke or have an open flame around medical oxygen.**
- Keep smoking materials away from anything that can burn (i.e., mattresses, bedding, upholstered furniture, draperies, etc.).
- Never smoke in bed.
- Use large, deep, non-tip ashtrays to prevent ashes from spilling onto furniture and check them frequently. Do not rest ashtrays on sofas or chairs.
- Completely douse butts and ashes with water before throwing them away to prevent smoldering.



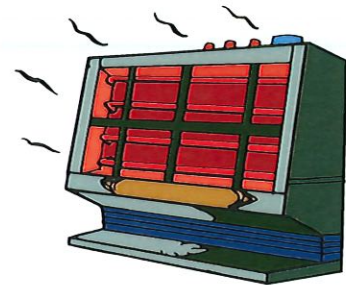
**Candle Safety:** Nationally, home candle fires have doubled in number over the last decade. The increasing popularity and demand for candles increase the risk of fire and fire deaths. To keep safe follow these safety rules.

- Extinguish all candles when leaving the room or going to sleep.
- Keep candles away from items that can catch fire (e.g. clothing, books, paper, curtains, Christmas trees, flammable decorations).
- Use candleholders that are sturdy, won't tip over easily, are made from a material that can't burn and are large enough to collect dripping wax.
- Don't place lit candles in windows where blinds and curtains can close over them.
- Place candleholders on a sturdy, uncluttered surface and do not use candles in a place where they could be knocked over by children or pets.
- Keep out of reach of children.
- Never leave a child unattended in a room with a candle. A child should not sleep in a room with a lit candle.
- Don't allow children or teens to have candles in their bedrooms.
- Store candles, matches and lighters up high and out of children's sight and reach, preferably in a locked cabinet.



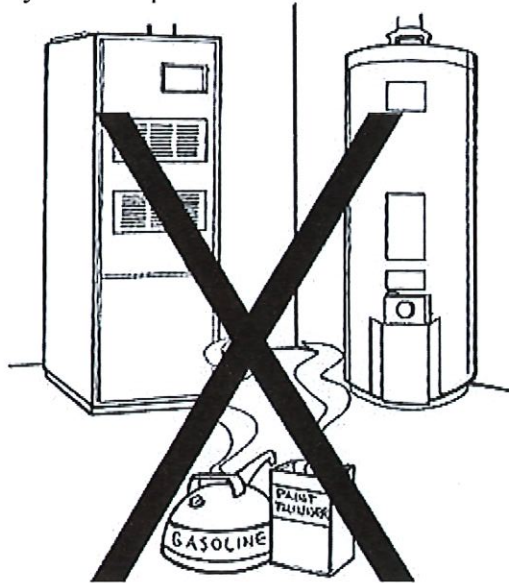
**Space Heaters:** Supplemental space heaters are a major cause of fire during winter months. When space heaters are misused, tragedy can happen. Here are the following safety rules.

- Portable space heaters are not allowed on most premises. If your residence is not adequately heated contact management.
- Never use a gas range as a substitute for a furnace.





**Maintaining the Utility Room:** Fires can be started in utility rooms and closets where furnaces, hot water heaters and clothes dryers are kept.



- Keep at least an 18-inch clearance around furnaces, hot water heaters and clothes dryers. The pilot lights of these appliances can ignite combustible material (i.e., newspaper, cardboard, clothing and plastic items).
- Do not store flammable chemicals, such as gasoline and paints inside. The vapors from the flammable chemical will seek an ignition source and can explode.
- The lint traps on clothes dryers should be cleaned after each use. Remove built up lint behind clothes dryers.
- Never leave home with the clothes dryer running.
- If you smell natural gas leave the premise immediately. Open windows and doors as you go. Don't use matches, appliances, electric switches or phones. Once outside, call the gas company. Don't go back until the gas company says it's safe.

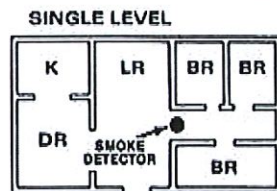
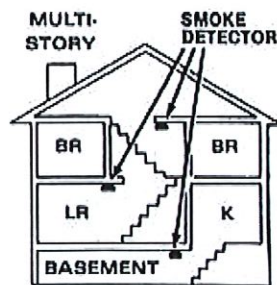
**Smoke Detectors:** Smoke is responsible for three out of four fire-related deaths. To reduce the chance of injury due to smoke follow these rules.

#### TEST YOUR DETECTOR MONTHLY



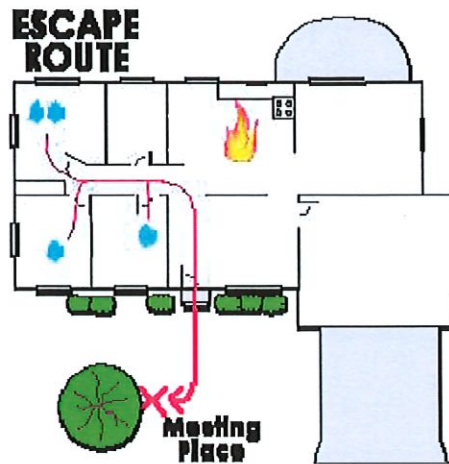
- An operating smoke detector should be maintained on every level of the residence.
- Test every detector at least once a month.
- Keep smoke detectors dust free. Replace batteries with new ones at least once a year or sooner if the detector makes a chirping sound.
- If you have a smoke detector directly wired into your electrical system, be sure that the signal light is blinking periodically. This tells you that the alarm is active.

#### PLACE ONE DETECTOR ON EVERY FLOOR





**Have an Exit Plan:** As with other things, the best motto is, “Be Prepared.”



- Prepare a floor plan of your residence showing at least two ways out of each room. Make sure a bedroom window is not blocked by furniture, such as a headboard, dresser or entertainment center.
- Be fully prepared for a real fire, when a smoke alarm sounds, get out immediately and once you're out, stay out – leave the fire fighting to the professionals!
- Agree on a fixed location out-of-doors where family members should gather for a head count.
- Stay together and away from the fire. Call 911 from another location.
- If you live in an apartment building, make sure that you're familiar with the building's evacuation plan. In case of a fire, use the stairs, never the elevator.



**Conclusion:** This Tenant Fire Prevention Guide is intended to help provide a safe living environment for our Tenants. Fire can grow and spread quickly through your home and your actions can mean the difference between life and death.

