



FIRE & EARTHQUAKE SAFETY

FIRE SAFETY

Upon discovery of a fire, make sure that everyone is out of the room. Leave the room and close the door behind you. Break the nearest fire alarm box, pull the fire alarm, and dial 911 to report the fire. Evacuate the building and contact the nearest staff member. and evacuate the building. All fires must be reported, even those which were self-contained and were put out. According to state and federal law, the fire department needs to investigate every fire.

Fire Alarm Evacuation Procedure

An evacuation map is posted on the door of every apartment

- Test your door for heat or smoke before exiting. Should the door be warm or the hallway impassable:
- Place towels or a blanket at the base of the door.
- Telephone the fire dispatcher at 911, giving name, address and room number.
- Go to the window and make your presence known.
- If the door is cool, exit the building immediately by the route which is posted on the back of your front door.
- Grab your shoes, jacket, and keys before evacuating.
- If you are in your room, lock your door and take your key when leaving.
- Once outside in the designated area, maintain 100 feet of clearance from the building. Please wait for instruction from staff or a trained professional.
- Re-enter the building only after receiving instructions to do so.

Every alarm must be treated as a genuine emergency. It is each resident's responsibility to leave the building whenever a fire alarm sounds.

EARTHQUAKE EVACUATION

An evacuation map is posted on the door of every apartment.

- If you are inside a building during an earthquake, stay inside.
- Sit or crouch against an interior hallway or take cover under a desk or table.
- Stay away from all glass areas such as windows and mirrors.
- Leave the building when the shaking stops and remain outside.
- Do not stand under overhangs on the outside of buildings. Move into the open and stay away from power lines.
- Follow safety instructions given by staff.