

Tarleton State University **Fire Safety Awareness Program**



Office of Risk Management and Safety
November 2009

IF THERE'S A FIRE



1. If available, sound the alarm as soon as you find or suspect a fire. Warn other occupants - - knock on doors and shout.
2. Leave the building or structure. Don't attempt a rescue unless you can do so safely. Stay out of the building until given the O.K. to return by fire officials.
3. Call the fire department. Provide the dispatcher with as much information as possible.

TO SURVIVE A FIRE



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

Feel doors 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 trapped by heat or heavy smoke, close the door and stay in the room.

Go to the nearest stairway or exit. If nearest exit is blocked by heat, fire, or smoke, stay low and go to another exit. Use exit stairs, not elevators. Elevator shafts may fill with smoke or the power may fail, leaving you trapped. Stairway fire doors will keep out fire and smoke - *if they are closed*-- and will protect you until you are outside. Close as many doors as possible as you leave. This will help to confine the fire.

Only use a fire extinguisher if the fire is very small and you know how to do it safely. If the extinguisher does not put out the fire, leave immediately. Make sure the fire department is called --*even if you think the fire is out.*

IF YOU GET TRAPPED



Keep the doors closed. A closed door can protect you from fire, heat and smoke elsewhere in the building. If you are trapped, seal cracks and vents from incoming smoke. Open windows, down at the top to allow heat and smoke to escape ; up from the bottom to allow fresh air in.

Signal for help. Stay where you are, and hang something like a sheet or shirt from the window to attract the fire department's attention. If there is a phone in the room, call 911 and give your room number and location.

DO NOT JUMP – THE FIRE DEPARTMENT WILL RESCUE YOU.

IF YOU ARE ON FIRE

Stop, Drop and Roll. If your clothes catch on fire, **stop, drop and roll** wherever you are. Rolling smothers flames.

Cool burns. Use cool tap water immediately for burns. Don't use ointments. If skin is blistered, dead white, brown or charred, call 911.

TO PREVENT FIRES



Smoke carefully. If you smoke, don't smoke in bed or near flammable materials. Use large ashtrays and be sure ashes, matches and cigarette ends are cold before you dump them.

Cook in approved areas or kitchens and use listed appliances. Stay nearby while appliances as soon as possible.

HELP ELIMINATE CAMPUS FIRE HAZARDS



Electrical abuse. Use of electrical "octopuses" to obtain more outlets can overload circuits and fire--replace damaged wires--match your appliance power requirements to the circuit power.

$$\frac{\text{Appliance power (watts)}}{110 \text{ (volts)}} = \text{The approximate power (amps) being used,}$$

Most electric circuits only supply 15 or 20 amps per room for *all* of the outlets. Also, extension cords should be limited to *temporary* use.

APPLIANCES

Hotplates, peculators, irons, space heaters, etc. should never be left unattended. They should be unplugged after use and not stored until they are cool enough to touch. Keep heaters away from curtains and furniture since appliances can overload circuits and start a fire.

Remember – Space heaters need space!

OPEN FLAMES

Be **very** careful with open flames. Candles, bonfires, and Bunsen burners should never be left unattended. If you leave, fore even only a moment, put out all flames. Candles *are very dangerous to use in bedrooms*.

HAZARDOUS STORAGE

Dispose of all waste as soon as possible. Waste material should be stored in a safe place, not in corridors or stairways.

FLAMMABLE LIQUIDS

Gasoline, ether, paint, glue, etc. may not be stored in residential buildings. In laboratories, shops, and classrooms, storage of flammable liquids is limited to specific quantities and containers.

IMPROPER STORAGE AND DEADLY OBSTACLES

Storing bikes, chairs, desks, and other items is prohibited in all exit ways. Blocked exits have caused pile-ups of fallen people during emergencies.

PROTECT YOURSELF - PARTICIPATE IN FIRE DRILLS

Drills are used to familiarize yourself with the building's alarm, emergency exits you may not normally use, and the procedure for calling the fire department.

IF YOU ARE HANDICAPPED OR DISABLED

(even temporarily), learn about fire safety, plan ahead for fire emergencies, and know your own capabilities and/or limitations. On campus, the staff notifies the fire department of handicapped residents so they can find you. Look for “areas of refuge”, like stair enclosures or the other side of corridor fire doors. Most elevators are designed to stop operating when the alarm is sounding and they are very dangerous in a fire. It may be safer to stay in your room and follow the advice for being trapped.

ALCOHOL AND DRUGS

If you use either of these, you are especially vulnerable to being killed from smoke inhalation--*you cannot smell smoke when you are asleep*. Even healthy young people may not be able to escape a fire if they are intoxicated. You may not be able to hear the alarm or find the exit. Let the fire department know if you think someone has not evacuated the building.

REPORT DAMAGED FIRE EQUIPMENT

Fire doors--should close automatically and completely.

Exit signs--two exit signs should be visible from all public areas.

Fire Alarms--horns, bells, and pull stations should be accessible and not vandalized.

Fire extinguishers--report empty or vandalized extinguishers.

REPORT FIRE-RELATED CRIMES TO THE POLICE

Please assist with information leading to the arrest of an arsonist.

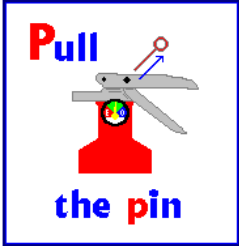
Vandalism of fire extinguishers, exit signs, and fire alarms robs you of your fire protection. Any student found responsible for these crimes can be expelled from the University in addition to criminal prosecution. A conviction could prevent your acceptance to a graduate or professional school.

EMERGENCY NUMBERS	
	On/Off Campus
Fire	911
Police	9265/911
Medical Emergency	911

How to Use a Fire Extinguisher



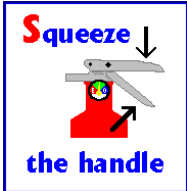
It's easy to remember how to use a fire extinguisher if you can remember the acronym **PASS**, which stands for Pull, Aim, Squeeze, and Sweep.



Pull the pin.
This will allow you to discharge the extinguisher.



Aim at the base of the fire.
If you aim at the flames (which is frequently the temptation), the extinguishing agent will fly right through and do no good. You want to hit the fuel.



Squeeze the top handle or lever.
This depresses a button that releases the pressurized extinguishing agent in the extinguisher.



Sweep from side to side
until the fire is completely out. Start using the extinguisher from a safe distance away, then move forward. Once the fire is out, keep an eye on the area in case it re-ignites.