

# Emergency Procedures - Fire

## Before a Fire

1. Make sure home is free of combustible materials.
2. Don't run wires under carpets or rugs.
3. Know avenues of escape. **HAVE A FAMILY PLAN** and have frequent fire drills.
4. **HAVE A PLACE TO MEET** - so no one tries to go back into a burning building looking for someone needlessly.
5. Have fire extinguishers in house and car.

## During a Fire

1. If you are outside, do not return for anything.
2. Go to the nearest house or building and call your fire department by dialing **911**. **REPORT THE ADDRESS AND TYPE OF FIRE. LISTEN AND FOLLOW INSTRUCTIONS.**
3. If you are inside and have time, make sure everyone is out.
4. If anyone else is at home, report to the meeting place, then see that the telephone call to the fire department is made.
5. If you are in a closed room or office, do not open the door without first feeling it or the door knob. If it is warm or hot, do not open it, but unlock it to assist rescue or fire personnel.
6. If there is smoke coming from under the door, use clothes, sheets, etc. to stop the smoke from coming in.
7. If you are at home and there is a window, stay close to the floor and exit through the window, using the escape ladder if necessary.
8. If you should catch on fire, do not run. Drop to the ground and start rolling over and over to smother the flames.
9. If you see someone on fire, use a coat or blanket, etc., not your bare hands to smother the flames.
10. Watch to see that children do not go back in inside to rescue a pet or prize possession.
11. Turn off gas and electricity, if possible, from the outside of the house.
12. In a public building, follow the established evacuation procedures.

## After a Fire

1. Do not re-enter the building until appropriate authorities have given permission.
2. Plan and practice a family drill at least once a year.