

# **523 E BUFFALO STREET**

## **Fire Evacuation and Safety Plan**

### **MEANS OF EGRESS FROM THE BUILDING IN THE EVENT OF AN EMERGENCY**

- All persons should be familiar with the procedures for evacuating the building  
*APARTMENT 1: Exit out the front door. Kitchen window may also be used as an emergency exit.*  
*APARTMENTS 2 and 10: Exit out your front or back door. Windows may also be used as an emergency exit.*  
*APARTMENTS 3, 4R,5, & 6: Exit out your front or back door.*  
*APARTMENT 4F & 7: Exit out your front door or down the fire escape.*  
*APARTMENT 8: Exit out your front door. Windows may also be used as an emergency exit.*  
*APARTMENT 9: Exit out your front or back door. Windows may also be used as an emergency exit.*

- **If you hear any alarms leave the building immediately.**
- In the case of a fire, everyone should meet on East Buffalo Street in front of the building. Account for all persons who were in the building and stay until you are notified by the Fire Department if and when you can re-enter the house.
- Notify the fire department when they arrive if there are persons missing or left inside the building

### **SMOKE DETECTORS**

- There is a smoke alarm in every bedroom, in the vicinity of every bedroom, as well as in the hallways and common areas of the building.
- 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 little signal light is blinking periodically. This tells you that the alarm is active.
- Never remove a battery from or disconnect a smoke detector. If not functioning correctly or it is going off sporadically alert maintenance immediately for replacement or service. It is a misdemeanor punishable by fine and or imprisonment to tamper with or disable any fire protection device.

### **FIRE EXTINGUISHERS**

- ABC type extinguishers are for extinguishing all types of fires.
  - Learn how to use your fire extinguisher before there is an emergency.
  - Use a fire extinguisher on small fires and only after everyone has evacuated the building. If there is a large fire, get out immediately and call 911 from another location.
- Fire Extinguishers** have been provided and are located in the common hallway of the building on each floor and also in Apartment 1 & 10 in the kitchen.

### **CARBON MONOXIDE DETECTORS**

Carbon Monoxide detectors are located in the common room of every apartment. Maintain CO detectors as you would smoke detectors above.

**If your smoke and CO detectors are beeping due to low battery or malfunction please contact Monica Moll immediately (607) 351-6266.**

### **COMBUSTIBLES**

- Combustibles should be stored in a neat and orderly fashion.
- Allowing Combustible Material (Or any obstruction) to be stored in an exit or egress path could cause people to become trapped or injured if a fire were to occur.
- Do not store anything within 24" of the ceiling.

### **EXITS, DOORS, AND EMERGENCY LIGHTING FURNACE/SPACE HEATERS**

- Don't store newspapers, rags, or other combustible materials in mechanical rooms, electrical rooms, or boiler rooms
- There will be no space heaters in rooms.

- Don't use extension cords. If you need additional receptacles you shall only use a plug strip that has over current protection.
- Never use a gas range as a substitute for a furnace or space heater.

### **ELECTRICAL HAZARDS**

- Extension Cord use is not permitted unless the extension cord is UL labeled and equipped with overload protection.
- Never overload a socket. In particular, the use of "octopus" outlets, outlet extensions that accommodate several plugs, is prohibited.
- Do not use light bulb wattage which is too high for the fixture. Look for the label inside each fixture which tells the maximum wattage.
- Allow air space around the TV to prevent overheating. The same applies to plug in radios and stereo sets, and to powerful lamps.
- If a circuit breaker trips or a fuse blows frequently, immediately cut down on the number of appliances on that line and contact Monica Moll. Take note of what was in use during the time the breaker tripped.
- Be sure all electrical equipment bears the Underwriters Laboratories (UL) label.

### **KITCHEN**

- Leaving food unattended on a stove or in an oven or microwave could lead to a fire in the kitchen, and at the very least could cause the fire alarm system to go off.
- Never pour water on a grease fire; turn off the stove and cover the pan with a lid, or close the oven door.
- Keep pot handles on the stove pointing to the back, and always watch young children in the kitchen.
- Don't store items on the stove top, as they could catch fire.
- Keep kitchen appliances clean and in good condition, and turn them off and disconnect them when not in use.
- Don't overload kitchen electrical outlets and don't use appliances with frayed or cracked wires.
- Wear tight-fitting clothing when you cook. Here's why: An electrical coil on the stove reaches a temperature of 800 degrees. A gas flame goes over 1,000 degrees. Your dish towel or pot holder can catch fire at 400 degrees. So can your bathrobe, apron, or loose sleeve.
- Be sure your stove is not located under a window in which curtains are hanging.
- Clean the exhaust hood and duct over the stove regularly and wipe up spilled grease as soon as the surface of the stove is cool.
- Operate your microwave only when there is food in it.

### **GASOLINE AND OTHER FLAMMABLE LIQUIDS**

- Flammable liquids should be stored only in approved safety containers, and the containers should be kept outside the house and garage in a separate storage shed.
  - Never clean floors or do other general cleaning with gasoline or flammable liquids.
- Propane cylinders with a water capacity greater than 2.5 Gallons shall not be permitted within 10 feet of the building, on a porch or balcony. (ie gas grills)

### **OPEN FLAME AND OPEN BURNING**

- Open flame devices are not permitted in public areas of assembly
- Open burning outside a building, within the City of Ithaca is prohibited without a permit from the Fire Department.