



OFFICIAL GUIDE TO FIRE AND LIFE SAFETY

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for videos and more!

Follow @FDNY for more safety tips!

FDNYSmart is an initiative by the FDNY Foundation and its partners. Learn more at fdnyfoundation.org



EMERGENCIES & FIRE EXTINGUISHERS

Call 911

Dial 911 any time there is a threat to life or property, including fires, smoke, odors of gas or medical emergencies. It is important to call 911 quickly because the situation can worsen quickly.

When calling 911...

Stay calm. Know your location.

If you don't know where you are, look for buildings, landmarks and street signs.

Answer the dispatcher's questions.

Your answers will help determine the kind of help you need and who should be sent to help.

Follow instructions.

The dispatcher is trained to explain how to perform first aid while help is on the way.



Remember: Only call 911 for emergencies!

Fire extinguishers

Portable fire extinguishers can be an important component of home safety.

Most importantly, users must understand how and when to deploy a fire extinguisher. Improper use may result in spreading the fire, causing serious injury or death.

Fire needs fuel, oxygen and heat to burn.

When used properly, a fire extinguisher applies an appropriate agent that will cool the burning fuel or remove the oxygen so the fire cannot continue to burn.

The appropriate type of extinguisher must be used for the corresponding type of fire.

Portable fire extinguishers are classified for use on certain types of fires and rated for the relative extinguishing effectiveness.

THREE CLASSES OF EXTINGUISHERS

Class A	Class B	Class C
For ordinary combustibles (wood, paper)	For grease, gasoline and oils	For burning electrical wires

Others can be used for all types of fires.

A fire extinguisher rated 2-A:10-B:C is adequate for extinguishing all class fires.

Be sure to read the manufacturer's directions carefully.

Extinguishers should be hung with the brackets supplied by the manufacturer or placed on an accessible shelf with the operating instructions facing outward.

When using a fire extinguisher, remember to use

THE ACRONYM

P A S S



- P** Pull the pin
- A** Aim at base of fire
- S** Squeeze handle and
- S** Side-to-side motion



FIRE EXTINGUISHER MAINTENANCE

Visually inspect all extinguishers monthly.

- Make sure the extinguisher is easily accessible and not obstructed.

- Check for any damage like dents, cracks or rust to the outside of the extinguisher.

- If the extinguisher is equipped with a gauge, make sure the needle points to the green "charged" portion of the dial.

- Make sure the pin and tamper seal are in place and undamaged.

- Check the hose and nozzle (if equipped with one) for obstructions or any signs of damage or aging.

- Tip the extinguisher upside-down to loosen any compacted extinguishing agent.

- Ensure the label is legible and facing out when the extinguisher is mounted.

HAVE WORKING SMOKE/CO ALARMS

WORKING SMOKE AND CARBON MONOXIDE (CO) ALARMS **SAVE LIVES**

by quickly giving you and your loved ones an early warning signal that something is wrong. Fire spreads quickly, and carbon monoxide is a silent killer.



Working alarms are the most critical component of your escape plan.



Be sure to have the right type of alarm.

Alarms must be approved by Underwriters Laboratories (**look for a UL mark**) and have an audible end-of-life warning. All new and replacement smoke alarms should have a sealed 10-year battery that is non-replaceable and non-removable.

Have both a smoke alarm and a CO alarm (or a combination smoke/carbon monoxide alarm). One type of alarm is not a substitute for the other.

If your alarm still uses removable batteries, be sure to replace these alarms with ones that contain sealed 10-year batteries as soon as possible.



ALARM INSTALLATION

- Install alarms where you sleep and on every level of your home, including basements.
- Locate alarms on the ceiling, preferably near the center of the room, but not less than 4 inches from a wall. If the alarm must be installed on a wall, it should be placed between 4 and 12 inches from the ceiling.
- Consider installing interconnected alarms so that when one alarm sounds, they all sound.

ALARM MAINTENANCE

- Test your alarms monthly by pressing the test button.
- Replace alarms every 10 years or when the alarm signals that it has reached the end of life and needs to be replaced.
- Keep alarms clean by regularly dusting or vacuuming.

WHEN AN ALARM SOUNDS

- If a CO alarm sounds, you and your family should get out immediately and call 911.
- If a smoke alarm sounds, be sure to execute your escape plan.
- If an alarm is set off accidentally, quiet the alarm by pushing the hush or reset button. Open windows and turn on vent fans to clear the air.
- Accidental alarms often are triggered by bathroom steam or cooking vapors. Consider relocating alarms that often sound by accident.



Special alarms should be installed for those who are hard of hearing or deaf. STROBE LIGHTS AND BED SHAKERS ARE AVAILABLE.



Example of an alarm with a sealed 10-year battery.

FACT

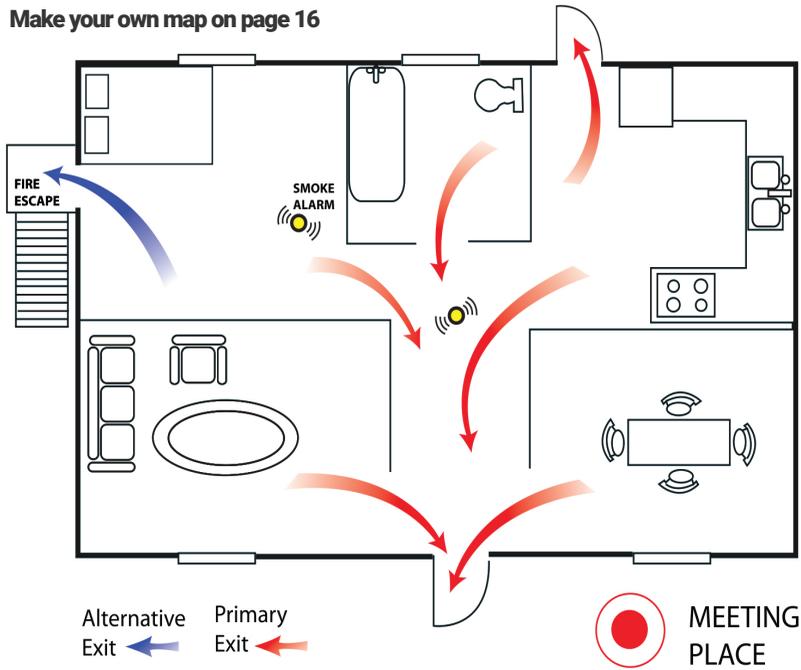
In recent years, 70% of fire deaths have occurred in homes where there were no working smoke/carbon monoxide alarms.

Your risk of dying in a fire is cut in half when there are working smoke/carbon monoxide alarms in your home.

Remember: Only working alarms save lives!

KEYS TO ESCAPE PLANNING

Make your own map on page 16



Beyond having smoke and carbon monoxide (CO) alarms in your home, it's also essential to have an escape plan in case of an emergency. Everyone in your household should help make the plan and practice it regularly. **As part of your escape planning process, be sure you know whether you live in a fireproof or non-fireproof building.** Knowing whether a structure is fireproof or non-fireproof will help you determine whether you should stay or go, depending on the circumstances of the fire in your building. **Always listen to instructions from the Fire Department personnel during emergencies.**

Remember: In a fire, stay low and go!

Plan

Walk through your home and inspect all possible exits. Be sure

all escape routes and hallways are clear of clutter and storage.

Consider drawing a floor plan of your home and mapping two ways out for each sleeping area. If you live in an apartment building with three or more units, review its Fire Safety Plan.

- Be sure to identify a primary and secondary escape route.

- Teach everyone in your home how to unlock and open windows, doors and all security devices.

- Remind all family members to close doors behind them as they exit.

- Designate family members responsible for waking children or older adults.

- Agree on a meeting place outside your home.

- Stress the importance of calling 911 once in a safe location.

- Remember, fire escapes can be used as a secondary escape route.

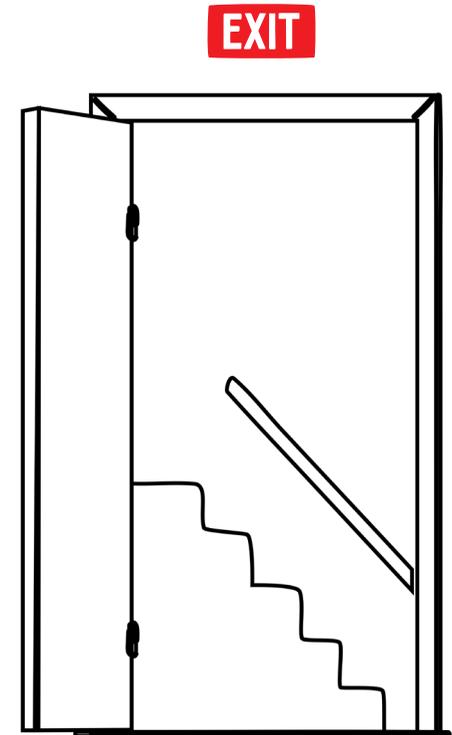
Practice

Make household drills realistic. Since most fires occur overnight, start drills in sleeping areas and darken your home as if it is smoke-filled.

- Begin the drill with the sound of the smoke alarm.

- Practice escaping through smoke by crawling low on hands and knees.

- Follow your escape plan from the beginning, all the way through to your assigned meeting place outside your home.



Residential apartment buildings with three or more dwelling units are required by NYC Fire Code to develop a customized Fire Safety Plan.

The plan must contain basic fire safety tips and information about the building, including the type of construction, the types of fire safety systems and the different ways of exiting the building in case of fire or during evacuation.

Building personnel must:

- Post the plan on the inside of every apartment front door.

- Post the plan in a common area.

- Distribute a copy to each unit.

- Provide a copy to new tenants at the time of the lease.

- Redistribute the Fire Safety Plan annually during Fire Prevention Week in October.



KNOW THE TYPE OF BUILDING YOU LIVE IN

The type of building you live in affects how you and your loved ones should plan for and escape a fire.



If you are unsure whether your building is fireproof or non-fireproof, visit the Department of Buildings website by scanning QR code.

If your building is not listed, please call 311.

Knowing whether you live in a fireproof or non-fireproof building can ultimately save a life.

Remember, if you are in imminent danger from a fire or a fire is burning inside your apartment, get out immediately and call 911. Always listen to instructions from the Fire Department during emergencies.

NON-FIREPROOF BUILDINGS

If you live in a non-fireproof structure and there is a fire in your building, it is usually safer to leave immediately. Generally, fires in non-fireproof structures are not contained easily to one portion of the building and can spread quickly.

FIREPROOF BUILDINGS

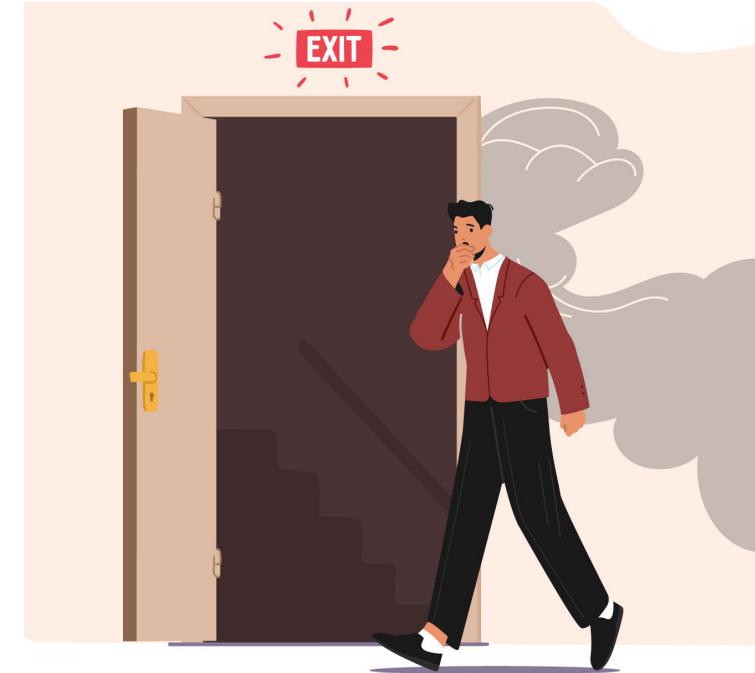
If you live in a fireproof building, it is usually safer to stay inside your apartment rather than entering dangerous, smoke-filled hallways. Generally, fires in fireproof buildings will be contained to the portion of the building where the fire started. Additionally, if the fire is below your apartment, you could risk being caught in rising heat and smoke in stairwells.

Know all ways you can get out safely!

If you live in a fireproof building and your loved ones are not in imminent danger from a fire or a fire isn't burning inside your apartment, do the following:

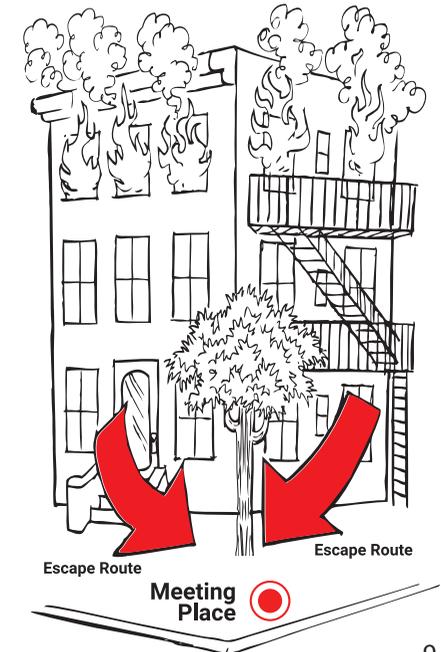
- Keep your door closed.
- Seal doors or openings with duct tape, wet sheets or wet towels.
- Turn off air conditioners.
- It is OK to open your windows a few inches unless flames or smoke are coming from directly below.
- Do not break the windows, as you may need to close them later.
- Call 911 and give the dispatcher your apartment number and description of the conditions. Follow instructions from dispatchers; they are trained to help.
- Remember to always listen to instructions from the Fire Department personnel during a fire or emergency.

Once you have information about the type of building you live in, incorporate it into your escape plan.



IN CASE OF FIRE

✗ DON'T USE ELEVATORS USE STAIRS



AVOIDING TOP FOUR CAUSES OF FIRE

#1 Cooking safety

The preparation of meals is the leading cause of home fires and fire injuries.



While cooking...



- **Do** enforce a kid-free zone around your stove while cooking.
- **Do** keep the area around the stove clear of towels, potholders or anything that could burn.
- **Do** cook at indicated temperature settings rather than higher settings.
- **Do** clean cooking equipment, the stove and the area around the stove regularly.
- **Do** have a pot lid and/or baking soda handy to smother a pan fire.
- **Do** shut off the stove and cover the pan if there is a fire.
- **Do** shut off the stove before pouring baking soda over the fire.



- **Don't** leave cooking food unattended.
- **Don't** wear loose-fitting clothing while cooking.
- **Don't** pick up a pan that is on fire.
- **Don't** use water to extinguish a pan fire. It will cause splashing and spread the fire.

#2 Electrical safety

Overloaded outlets are one of the main causes of home fires. Did you know that two-thirds of all electrical fires start because there are too many items such as refrigerators, air conditioners and lights plugged in?



Follow these rules...



- **Do** make sure to use lightbulbs that are the appropriate wattage for the light fixture.
- **Do** protect electrical cords from damage.
- **Do** make sure your electrical cords and appliances have .
- **Do** use three-pronged electrical devices in three-pronged outlets.
- **Do** use extension cords only for temporary use.
- **Do** use ground fault circuit interrupters (GFCI) whenever an electrical outlet is within six feet of a water source (e.g., sink, tub).



- **Don't** use damaged electrical cords.
- **Don't** run electrical cords under carpets or rugs, or around objects, or hang from nails.
- **Don't** overload your outlets. This includes power strips.
- **Don't** use extension cords, regardless of gauge, with large-current appliances.
- **Don't** plug large-current appliances, such as a refrigerator or an air conditioner, into the same outlet or on the same circuit.

Power strips and surge protectors don't always protect from fires. If you rely heavily on power strips, you probably have too few outlets in your home and need to consult a professional.

#3 Smoking safety

Careless smoking remains one of the leading causes of fire deaths. Smokers are seven times more likely than non-smokers to be fire victims.



- **Do** use large, deep, non-tip ashtrays.
- **Do** check upholstery and cushions for cigarette butts that may be smoldering.
- **Do** douse cigarette butts completely with water before discarding them.

#4 Lithium-ion battery safety tips



Lithium-ion batteries are used in various devices. These batteries are commonly used in cell phones, laptops, tablets, electric cars and scooters. Lithium-ion batteries store a large amount of energy and can pose a threat if not treated properly. Like any product, a small number of these batteries are defective. **They can overheat, catch fire or explode.**

- When purchasing devices, be sure that the equipment has the Underwriters Laboratories mark.  The UL mark shows that the product has been safety tested.
- Follow the manufacturer's instructions for charging and storage.
- Do not charge a device under your pillow, on your bed or on a couch.
- Always use the manufacturer's cord and power adapter made specifically for the device.
- Keep batteries/devices at room temperature. Do not place in direct sunlight.
- Store batteries away from anything flammable.

- If a battery overheats or you notice an odor, change in shape/color, leaking or odd noises from a device, discontinue use immediately. If safe to do so, move the device away from anything that can catch fire and call 911.

Battery disposal

- Putting lithium-ion batteries in the trash or recycling at home is illegal.
- Recycle batteries by taking them to a battery recycling location or visiting nyc.gov/batteries for disposal instructions is always the best option.
- Individually bag batteries or tape ends before disposing.



- **Don't** permit smoking around the storage or use of an oxygen tank.
- **Don't** leave lighted cigarettes in ashtrays.
- **Don't** leave an ashtray on the arm of a couch or chair.
- **Don't** smoke in bed or while lying down.
- **Don't** smoke when you are drowsy or taking medication that makes you sleepy.

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KNOW WHAT TO DO IF...

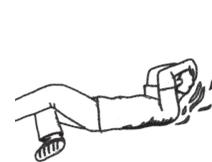
...you catch fire



- ✓ **STOP**
DO NOT WALK OR RUN.
It will make the fire worse!



- ✓ **DROP**
to the ground.



- ✓ **ROLL**
back and forth to extinguish the fire. Cover your face with your hands.



- ✓ **COOL**
the burn with water.



- ✓ **CALL**
911 for help.

...you need to treat a burn

Burns can be caused by direct contact with an open flame, hot liquids, grease or a hot surface. Many burns may be deeper than they appear and require immediate medical attention.

- Remove clothing from the affected area, but do not attempt to remove clothing that sticks.
- Treat with cool (not cold) running water.
- Cover the burn with a sterile pad or clean sheet.
- Never apply ointment, grease or butter to the burned area.
- Seek immediate medical attention to prevent burn inflammation and infections.

...you need to perform CPR

Stay calm. Have someone call 911 immediately. If needed, wait for instructions from the dispatcher and/or rely on previous training.

New York City residents can sign up for a free 30-minute class on compressions-only CPR (please note, this program does not offer

CPR certification at this time). The classes are taught throughout the year by certified FDNY EMS personnel at various locations. To date, the program has successfully trained thousands of New Yorkers in this lifesaving technique.

Learn more at fdnysmart.org/cpr

Remember: Stop, drop, roll, cool and call 911!

14 AT-RISK POPULATIONS

Children

Children are a vulnerable population. It is critical to teach them about fire and life safety. As early as age three, children can begin to be educated on this topic. Keep it simple and stress messages they can understand:

- First responders can be trusted during emergencies. Follow their instructions.
- Fire is NOT a toy. Never play with fire.
- During emergencies, stay calm. Don't hide and go outside. In a fire, stay low and go.
- Have children get involved with escape planning and family drills.



Always wear secured or short sleeves when cooking.



Remember: Fire is NOT a toy!

Seniors

Seniors aged 65 and older are more than twice as likely to die in a fire. Older adults are also at a higher risk of injury from fire. The top three causes of fire deaths among the senior population are smoking, heating equipment and cooking. The following are some tips to keep the senior population safe.



- **Do** make sure you have working smoke and carbon monoxide alarms.
- **Do** completely put out your cigarette butts if you smoke.
- **Do** be alert when cooking.
- **Do** place space heaters at least 3 feet away from anything that burns.
- **Do** keep eyeglasses, hearing aids and walkers close by the bedside.



- **Don't** smoke in bed or while lying down, especially when drowsy or taking medication.
- **Don't** leave burning candles unattended.
- **Don't** leave candles burning overnight.
- **Don't** use an oven, stovetop, dryer or grill to heat your home.
- **Don't** use water to extinguish a grease fire.
- **Don't** wear loose-fitting clothing, such as a nightgown or robe, when cooking.
- **Don't** use damaged or frayed cords, especially for warming equipment such as blankets.
- **Don't** use extension cords, regardless of gauge, with large-current appliances.

15 SEASONAL SAFETY

Spring and summer

Check your grill before and during BBQ season. Once a grill is lit, never leave it unattended.

Mother's Day in May and Father's Day in June are great times to review family escape plans.

Every June, FDNY celebrates National CPR/AED Awareness Week. Watch for free events in your borough.

Beat extreme heat by wearing loose, lightweight clothing and a hat. Don't forget to apply sunscreen.

Enjoy the water safely. Swim only near lifeguards.

Fire hydrant spray caps are a safe and fun way to stay cool. Visit a local firehouse to request one. Please note, you must be 21 or older and show ID to get a spray cap.

Remember, air conditioners should be plugged directly into the wall outlet. Do not use extension cords for your AC.

On the 4th of July, leave fireworks to the professionals. Fireworks are illegal in NYC.

In spring and summer, observances of **Purim, Palm Sunday, Passover/Pesach, Easter/Pascha, Lag B'Omer, Ramadan and Eid Al-Fitr** present unique opportunities to protect loved ones from the dangers of fire. Review cooking safety and ensure smoke and CO alarms are in working order. If candles are used, never leave them unattended. Purim costumes should be flame-resistant. **For all holidays, don't block escape routes with decorations or other items, and don't overload electrical outlets.**



Remember: Follow @fdny for seasonal tips all year!

Fall and winter

Cold and snowy weather in winter, peak fire season, are of particular concern.

Every October, FDNY celebrates Fire Prevention Week. Watch for free events in your borough.

Halloween and Thanksgiving are fun times, but be sure to review safety tips with family members. Costumes and decorations should be flame-resistant. Cooking safety should be a priority.

During freezing weather, limit your time outdoors. Wear a hat, gloves and scarf when outside.

Take precautions to avoid slips and falls during icy conditions. After snowstorms, be safe while shoveling.

Never walk on frozen water no matter how low the temperature dips. There is no such thing as safe ice.

Remember, never use your oven/stove to heat your home. When

using space heaters, be sure to keep them 3 feet away from bedding and other materials. Never connect space heaters to an extension cord or power strip. Use electric blankets with care.

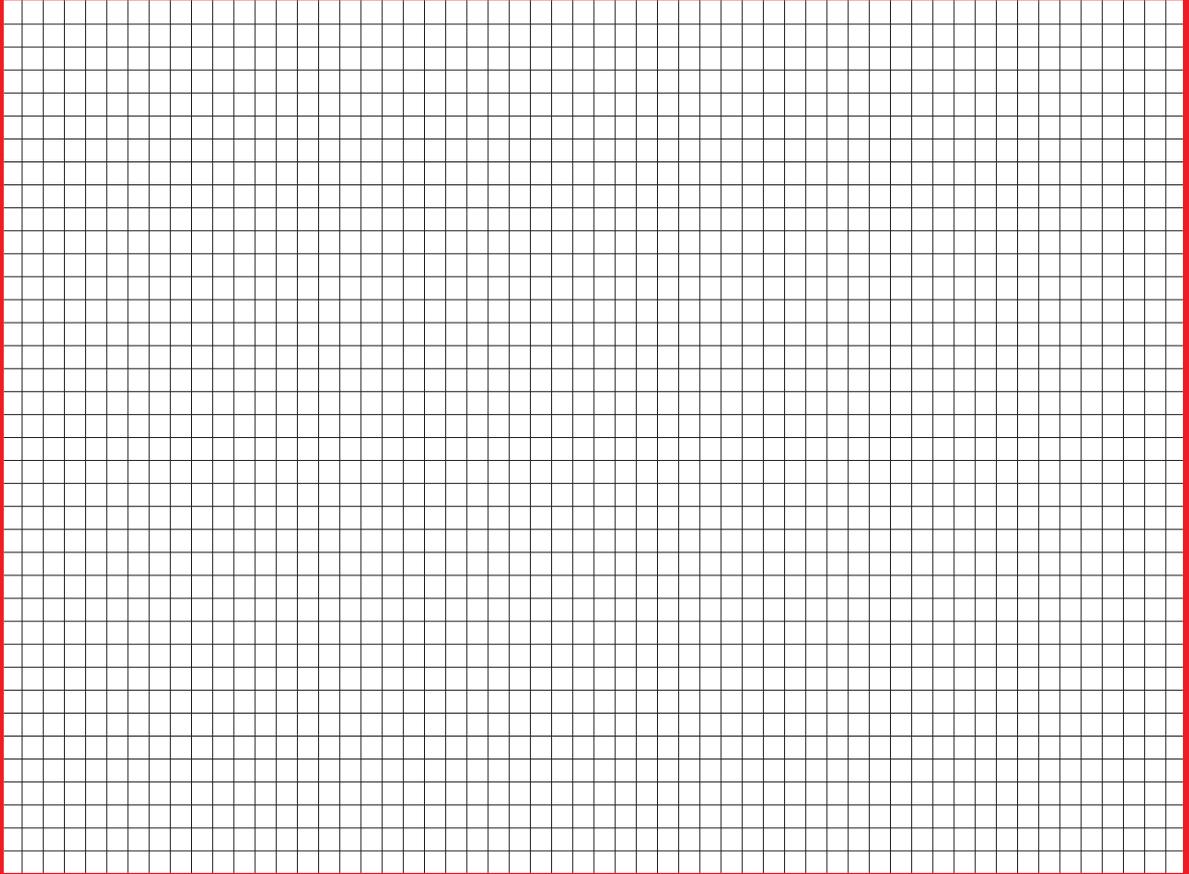
During Lunar New Year, leave fireworks to the professionals. Fireworks are illegal in NYC.

In fall and winter, observances of **Yom Kippur, Rosh Hashanah, Christmas, Chanukah, Kwanzaa, Makar Sankranti and Holi** present unique opportunities to protect loved ones from the dangers of fire. Review cooking safety and ensure smoke and CO alarms are in working order. If candles are used, never leave them unattended. **For all holidays, don't block escape routes with decorations or other items, and don't overload electrical outlets.**



OUR ESCAPE PLAN MAP

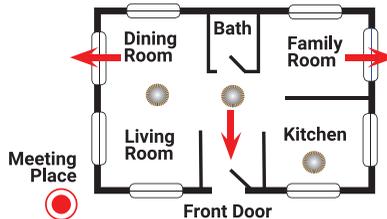
Post in your home and practice



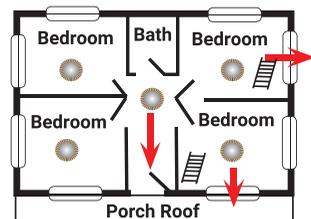
Sample Map

- Escape Route
- Ladder
- Window
- Door
- Smoke Alarm
- Meeting Place

First Floor



Second Floor



For more safety tips, go to fdnysmart.org and follow @fdny

Call 911 quickly to report fire, smoke, fumes, odor of gas and medical emergencies!

Call 311 for non-emergencies