FIRE SAFETY AND PREVENTION SEMINAR

REFERENCE
19,292 fire incidents were registered for CY 2016.

Out of these incidents, direct property loss is estimated at over 3 billion pesos.

Approximately 285 Filipinos died and 987 are injured each year in fires.
DID YOU KNOW THAT FROM JANUARY TO DECEMBER OF CY 2016

- A total of 19,292 fire incidents occurred throughout the Philippines
- The two leading causes of fire are due to electrical and open flame/cooking

![Pie chart showing fire incident causes]

- Electrical: 29%
- Open Flames/Cooking: 8%
- Combined Heat: 14%
- Cigarette Butts: 1%
- Fireworks: 2%
- Flammable Liquids and Chemicals: 3%
- LPG Tanks: 1%
- under Investigation and Others: 1%

1%
More than two-thirds of these fire incidents or 14,725 have been accidental in nature
DID YOU KNOW THAT FROM JANUARY TO DECEMBER OF CY 2016

- Most of these fires transpired in residential houses and structural buildings
DID YOU KNOW THAT FROM JANUARY TO DECEMBER OF CY 2016

- 285 civilians have died while 93 firefighters and 894 civilians were injured due to these fires.

- For CY 2016, a total of Php 3,079,089,545.04 the estimated damages based on submitted affidavit of lost.

SOURCE:

Intelligence and Investigation Division (IID)

Bureau of Fire Protection-National Office

as of January 2017
Fire, helpful and destructive to mankind, is more than a necessary evil: controlled, it provides warmth and food, but uncontrolled, it produces death and destruction.

Because of the power of fire, its unintentional origin and behavior are difficult to predict and determine.
To prevent and suppress destructive fires; investigate its causes; provide emergency medical and rescue services and enforce fire-related laws with active involvement of the community.
A modern fire protection agency working towards a safe and progressive society.
Prevention and Suppression of all destructive fires on buildings, houses and other similar structures; forest; land transportation vehicles and equipment; ships or vessels docked at piers or wharves anchored in major seaports; petroleum industry installations; plane crashes and other similar incidents;

Enforcement of the Fire Code and other fire related laws;

Investigate all causes of fires & if necessary, file the proper complaint with the city or provincial prosecutor;

Assist AFP in times of National Emergencies;

Establish at least one fire station in each local government unit nationwide with adequate personnel and equipage.
SUSTAINABLE DEVELOPMENT TOWARDS POVERTY REDUCTION

Peaceful, safe, self-reliant and development-dominated communities

Protection of Communities From Destructive Fires & Related Emergencies

MFO 1: Fire Prevention and Safety Services
MFO 2: Fire Suppression and Investigation Services
1. To prevent (zero) Fire Incident;

2. To decrease and minimize the Fire Incidents and/or Damages;

BFP F.i.R.E.S. Protection Program & Services to the Communities

FIRE PREVENTION & SAFETY ENFORCEMENT ON ALL BUILDINGS, STRUCTURES & FACILITIES TO ACT IN ACCORDANCE WITH THE FIRE CODE OF THE PHILIPPINES (R.A. 9514) & OTHER REGULATORY STANDARDS/MEASURES.

INFORMATION, PROMOTION & EDUCATION CAMPAIGN/DRIVE ON FIRE PREVENTION & SAFETY TO ALL SECTORS OF THE COMMUNITY.

RE-ESTABLISHMENT/ORGANIZATION/TRAINING/DRILL OF FIRE BRIGADES AND FORCE MULTIPLIERS.

EMPOWERMENT, PROFESSIONALIZATION AND MODERNIZATION OF THE BFP TO ENHANCE ITS NATIONAL & LOCAL PROGRAMS AND SERVICES TO THE PUBLIC.

SUPPRESS FIRE IMMEDIATELY & SAFELY BY THE FIRE BRIGADES AND BFP THROUGH EFFECTIVE PRE-FIRE PLANNING THAT HAVE CAPABILITIES/CONTIGENCY RESPONSE TO SIMULTANEOUS FIRES/WORST CASE SCENARIO INVESTIGATION INCLUDING THE FIRE CAUSE INVESTIGATION AND EMERGENCY MEDICAL & RESCUE SERVICES WITH ACTIVE INVOLVEMENT OF THE COMMUNITY.
Fire Safety Evaluation Clearance (FSEC) for Building Permit

Fire Safety Inspection Certificate (FSIC) for Occupancy Permit

Fire Safety Inspection Certificate (FSIC) for Business Permit

Fire Safety Installation Clearance for Installation Permit

Storage Clearance and Conveyance Clearance

Fire Works Display, Fumigation/Fogging, Fire Drill, Hot works or Fire Incident Clearance

Collection of Fire Code Fees, Taxes and Administrative Fines

Fire Hazard/Risk Identification and Assessment for Prioritization of Establishments for Fire Safety Inspections Catch-Up Plan/Year Round Re-Inspections Schedule

Issuance of NTC, NTCV, Abatement Order, Stoppage of Operation, and Closure Order

Fire Incidents Statistics and Prone Areas Mapping; Fire Zones Planning with LGU and other concern agencies

Note: Refer to the Standard Operating Procedures (SOP) Manual for Fire Safety Enforcement processes and operations.
Continues and sustained information, education, training/seminar and dissemination/rationalization activities/projects for the enforcement of the Fire Code of the Philippines (R.A. 9514) and other regulatory/recommendatory standards and practices to promote Fire Prevention and Safety in the communities, through:

Conducting Capability Building/Trainor’s - Training for Regional and District Fire Safety Enforcement Personnel to serve as resource speakers/instructors of the mandatory and competency Trainings for Fire Safety Enforcers (Fire Safety Inspectors & Building Plan Evaluators) and Fire Safety Practitioners in their respective area of responsibility. Refer to Fire Safety Enforcement Manual Re- Memorandum Circular issuance relative to above-mentioned Mandatory and Competency Trainings.
Publication (Soft and/or Hard Copy) and distribution/dissemination of BFP Fire Safety Enforcement Manuals, Policies/SOPs, Citizens’ Charter and Modules/References serve as course of action for fire prevention and safety enforcement/inspection/evaluation, education/seminar/lecture and training/workshop.

Continuous implementation and improvement of Fire Prevention and Safety Information/Awareness, Promotion & Education Campaign/Drive (Barangay Ugnayan/Brgy. Iwas at Bantay Sunog, House to House Information Campaign to Fire Prone Areas, Publication/Distribution of Handouts, Leaflets & Reading Materials, Kiddie/Junior Fire Marshal, Essay/Poster/Singing/Dance Contest, OPLAN/IMPLAN-Seasonal Activities etc.) to the general public. These activities should be facilitated and scheduled on year round calendar by the respective FSED/FSEB/FSES/FSEU giving priorities to all high risk/hazard establishments and fire prone areas in their AOR.
Intensifying the organization and institutionalization of Fire Brigades/ERT on every public and private institution/establishment; Conduct seminar/lecture/training, pre-fire planning/drill and national/local firefighting and emergency response competition/olympics to be facilitated by BFP National/Regional/Provincial/District Field Offices and City/Municipal Fire Stations/Sub-Stations for effective and efficient emergency responses.

Mainstreaming of the BFP Fire Prevention and Safety Public Information/Awareness, Promotion and Education Campaign through active collaboration with national and local government agencies/units, media/internet, professional/civic organization, NGUs, educational and societal groups/organization and all other institutions, instrumentalities and force multipliers.
DON'T LET THIS HAPPEN TO YOUR PROPERTY!
In order to understand the behavior of fire, one must have an understanding of the chemical principles that control its origin and spread and the physical phenomena that result from its behavior.

Fire itself is a chemical phenomenon, all fuels are (synthetic or organic) chemical compounds and when fuel is ignited, the result is a chemical reaction with predictable physical effects.
A fire will double every 30 Seconds under normal conditions.

In as little as 3 minutes, a small fire can erupt into a “FLASHOVER”.

A small fire can produce enough smoke to fill a building in minutes.

Smoke results in:
- Teary eyes
- Choking sensation
- Impaired judgment due to Carbon Monoxide (CO)
- Loss of spatial recognition
- Sedation effect - Respiratory failure
Within minutes, air temperature in a burning room can reach 300 degrees Celsius. This temperature is hot enough to melt clothes, skin and scorch your lungs in one breathe.

Temperatures can climb to between 650-760 degrees Celsius.

Most people who die in fires, die from breathing smoke and toxic gases.

Carbon Oxide, Hydrogen Cyanide, Ammonia and hundreds of other irritants attack your eyes, nose, throat and lungs.

They numb your senses and leave you dazed.
**FIRE IS...**

**CARBON MONOXIDE:**
Makes you disorientated and stops you from thinking and breathing.

**NITROGEN OXIDE:**
Makes you breathe faster, which puts to rest the option of holding your breath.

**CARBON DIOXIDE:**
Mixes with moisture in the eyes, nose and throat, which causes coughing and hacking. Then turns into nitric acid, which starts to burn the tissue.
Fire eats up oxygen and produces toxic gases, since these gases are often have no taste or smell, we may not even be aware of them but their effects can be devastating such as danger of losing muscle coordination, mental alertness making any action more difficult to make.
MENTAL

Brain can be affected by way of we are acting brilliantly when in fact we are acting in an ineffectual manner some affected the nervous systems acting like anesthetic and causing no action at all.
PHYSICAL
HUMAN TOLERANCE TO FIRE

150°F - We can tolerate for limited period of time

250°F - Fifteen minutes (15 mins.)

290°F – Drops to five minutes (5 mins.)

350°F – Tolerated for less than a minute before the skin is damaged
When fire strikes different reaction takes place most people are stunned for a moment, but then they begin to take “EMOTIONAL SHOCK” that render them incapable of taking action promptly or sometimes not at all.

25 % - Asses the danger correctly and take prompt action

50 % - Greatly oppressed and not knowing what to do.

15 % - 25 % - Perceive the situation imperfectly and require strong urging to responds
PANIC AND DANGER

When the fear of imminent danger overwhelms certain persons, they usually get excited and by the basic instinct of self-preservation, they moved. These becomes contagious and everybody attempts to escape from “DANGER” so the crowd becomes guided by primitive impulse and reacts no differently from a horse of animals engaged in STAMPEDE.
The **diffusion flame process (fire)** is a rapid self-sustaining oxidation process accompanied by the evolution of heat and light of varying intensities.

**FIRE** consists of three basic elements, as represented by the fire triangle: **HEAT**, **FUEL** and **OXYGEN**.

These basic components have been recognized in the science of fire protection for over 100 years.
Energy needed to increase the temperature of the fuel, for ignition to occur.
The combustion reaction can be depicted more accurately by a four-sided solid geometric form called a TETRAHEDRON.

The four sides represent HEAT, FUEL, OXYGEN, and UNINHIBITED CHAIN REACTIONS.
**STAGES OF FIRE**

*Incipient Stage* – there is no visible smoke or flame

*Smoldering Stage* – there is smoke but no flame

*Flame Stage* – actual fire exists and heat builds up

*Heat Stage* – there is uncontrolled spread of superheated air
• CLASS A – Ordinary Combustibles

Trash, papers, woods, lumbers, plastic, etc....
• CLASS B – Flammable liquids.

Grease, Petroleum Prods., Oil, etc..
• CLASS C – Electrical fires.

• Energized electrical appliances, equipment
Depending on the type of structure and the material a building is constructed from or made of, fires can spread quickly, engulfing a structure in a matter of minutes.

1. **BY DIRECT CONTACT/CONDUCTION**

   With the flame catching from one object to another
2. **BY RADIATION**

With heat rays causing nearby combustible objects to burst into flames
3. BY CONVECTION

• Through the action of heat arising within a structure, bringing along poisonous gases and smoke.

• The most life-threatening

• Fastest way fire travels
KEY ELEMENTS OF FIRE SAFETY

WE CARE ABOUT YOUR SAFETY!
First Key Element of Fire Safety

This can be done by educating everyone about fire safety and promoting adherence to standard fire safety practices based on observations and sounds recommendations of experts. An awareness of its fatal dangers are more than sufficient to keep our families safe from fire.

Your first important step is to IDENTIFY the most likely causes of fire. After having determined that, you then must do something to ELIMINATE or considerably REDUCE these fire causes.
First Element of Fire Safety

**MOST COMMON SOURCES OF FIRE**

**KITCHEN**
- Leaking gas stove, rubber hoses or tubing
- Unattended candles or kerosene lamps
- Improperly stored combustibles
- Malfunctioning

**BEDROOM**
- Overheating appliances
- Carelessly discarded cigarettes
First Element of Fire Safety

LIVING ROOM

Overheating appliances

ALL ROOMS

Accumulated storage of combustible materials

Electrical wirings overloaded circuits, octopus plug – in outlets

Combustible furniture and fixtures, curtains, waste basket
First Element of Fire Safety

ACCIDENTAL CAUSES

• Refilling of highly flammable liquids
• Matches and lighters
• Exploding firecrackers
• Candles and kerosene
• One person doing several critical activities at the same time
• Leaky LPG gas tanks and hoses
The second elements of fire safety

✓ INSTALL SMOKE ALARMS

Smoke detectors have an effective area of about 900 square feet. Ideally, there should be smoke detectors installed at the following:

• On the ceiling of the sala or living room

• Along the hallways and corridors for every level of building – particularly leading to the bedrooms and exit.

• Inside storage areas, or enclosed unoccupied rooms in the building/structures/premises

THE BAREST MINIMUM – BUT AT LEAST, ONE IS BETTER THAN NOTHING
The fire alarm bells and sirens must be adequate in number and placement, so that when they are sounded – day or night – they can be HEARD BY ALL

It is a MUST TO ACTUALLY VERIFY AND ENSURE that ALARM BELLS CAN BE HEARD AT NIGHT through several layers of unit doors, despite the sound muffing effects of carpets and curtains and the fact that the occupants would most likely be in deep sleep.
The third element of Fire Safety is your Firefighting Capability.

You do not have to a well-trained, fully equipped Fireman to put out a small fire. You just need to have the presence of mind in knowing what to do, and the necessary firefighting equipment to do the job.

The most effective combination is:

EARLY DETECTION AND QUICK REACTION
BASIC FIRE FIREFIGHTING TOOLS

FIRE EXTINGUISHER  We recommend the ABC type for fighting multiple types of fire.

WATER SUPPLY  On standby, readily, in pail or bucket. If you have good water supply systems (Always available, and in adequate flowing pressure)

FIRE BLANKET  To smoother any incipient fire especially while cooking.

A BUCKET OF SAND  Again, readily available to spread over a smoldering fire
KNOWLEDGE AND SKILL IN BASIC FIREFIGHTING

HOW and WHEN

To use the different firefighting equipment.

To know HOW to fight fire and to know WHEN NOT to fight fire.

If fire has already spread beyond where it originally started.

If you are in a situation where, while fighting the fire, you have no avenue of escape.

If you do not have any adequate fire fighting equipment.
Portable fire extinguishers are first-aid devices and provide a first line of defense against small fires.
When used properly, an extinguisher can save lives and property by putting a small fire or containing it until the fire department arrives.

Fire extinguishers do not replace the Fire Department.
• Even on small fires, they are effective only under the following conditions:
  – The extinguisher must be rated for the type of fire to be extinguished.
  – Must be large enough for the fire at hand.
  – Must be in good working order, fully charged and within easy reach.
• The operator must be trained in the proper use of extinguisher.
• The operator must be physically capable of lifting, handling and operating the fire extinguisher.
REQUIRES MAINTENANCE?

• Require regular care.
• Read manual or label.
• Need regular inspection.
• Recharge reusable models after every use.
LOCATION OF FIRE EXTINGUISHER:

- Readily accessible area.
- Plain view.
- Reachable without entering the fire area.
- Near the escape route/door.
- Not too close to a potential source of fire.
- Top of stairwell
- Not behind a door.
Fire – is a combination of three elements

- HEAT
- FUEL
- OXYGEN
• Remove any one of these three elements and the fire will go out.
1. DRY CHEMICAL – (Mono Ammonium Phosphate) Powder Type, less toxic, Non-corrosive and non-conductor of electricity.
• **Recommended usage:** For A, B and C fires.

• **Identification:** Red Color Cylinder. Action against fires: Smoldering, Replacing oxygen with Carbon Dioxide.
2. CARBON DIOXIDE – A snow like liquefied gas type chemical. Less toxic and non-conductor of electricity.
• **Recommended Usage:** For Class B & C fires.

• **Identification:** Red cylinder with black band and big air nozzle (horn).

**Action against fires:** Replacing Oxygen with CO2, Cooling effect.
3. AFFF – (Aqueous Film Forming Foam), water based with 3% or 6% concentration. Not recommended for Class C types of fires.
• **Recommended Usage:** For Class A and B fires.

• **Identification:** Blue Cylinders or Stainless Steel.

  Smoldering and cooling effect.
4. HALON & ALTERNATIVES –
Liquefied gas type, clean agent and may not affect sensitive equipment.
• Recommended Usage: For Class A, B and C fires.

• Identification: Red, Yellow and Green Cylinders.

Effect against Fire: Replacing oxygen, thru chemical reaction cutting the burning process.
A simple acronym to remember to operate most fire extinguishers: **P- A - S - S**

- **P** – Pull the pin at the top of the cylinder.
- **A** – Aim the nozzle at the base of fire.
- **S** – Squeeze or press the handle.
- **S** – Sweep the contents from side to side at the base of fire until it goes out.
Everyone has left or is leaving the building.

Fire Department has been called.

Fire is small and confined to the immediate areas where it was started.
• Fight fire with your back to a safe escape route.
• Your extinguisher is rated for the type of fire you are fighting and is in good working order.
• Had training and confident that you can operate it effectively.
REMEMBER:
If you have the slightest doubt about whether or not to fight a fire—DON’T. Instead, get out closing the door behind you to slow the spread of fire.
FIRE FIGHTING TIPS

It is normal reaction for most people to immediately flee, at the first onset of fire. This is certainty the safest personal approach to any fire. However, there are specific instances when you can actually SUCCESSFULLY FIGHT FIRE, provided:

The fire has just started, and it is still small.

You have the correct, appropriate firefighting equipment

You know what you are doing

TIMING is very critical. You must be able to ACT FAST and CORRECTLY, as soon as the fire starts – BEFORE it has a chance to grow and spread.
FIRE PREVENTION TIPS
MAKING A FIRE-SAFE PLACE

How do you make a place, home, building or premises FIRE SAFE?

With today’s available technology. We can actually make our places adequately Fire Safe. The thing is, most of us, for whatever reasons, do not take this effort.

For those who will take the initiative to keep their places safe from fire, here a few simple

DO’S AND DON’TS:
Planning and anticipation are important aspect of FIRE SAFETY.

KNOWING WHAT TO DO BEFORE THE EMERGENCY ARISES IS THE BEST WAY TO PREVENT PANIC AND CONFUSION.
TYPICAL SAFETY EVACUATION PROCEDURE

- If fire is detected, the person who detects the fire immediately shouts or alerts everybody.

- If the fire is still small, the nearest and most competent person should put out the fire.

- If the fire has already progressed to a bigger stage that would merit evacuation.

    Designate a specific assembly area OUTSIDE THE BUILDING
IN A FIRE, CRAWL LOW UNDER SMOKE

Smoke and heat rise, so during a fire there's cleaner, cooler air near the floor. Always try another exit if you encounter smoke when you are escaping a fire. But if you have to escape through smoke, crawl on your hands and knees with your head 1 to 2 feet (30 to 60 centimeters) above the floor.
SMOKERS' SAFETY

Don't smoke in bed or when you're drowsy. Give smokers large, deep, non-tip ash-trays, and soak butts and ashes before dumping them. If someone has been smoking in your home, check on and around furniture, including under cushions, for smoldering cigarettes.
✓ **COOK SAFELY**

Always stay with the stove when cooking, or turn off burners if you walk away. Wear clothes with snug - rolled up - sleeves when you cook to avoid catching your clothes on fire. Turn pot handles inward where you can't bump them and children can't grab them, and enforce a "kid-free zone" 3 feet around your stove when you cook.
If your clothing catches on fire, remember:

✔ STOP, DROP, AND ROLL

STOP: Moving immediately

DROP: To the ground or floor.

ROLL: Cover your face with your hands and roll over and over to smother the flames. Cool the burn with cool water for 10 - 15 minutes. Call for help.
TEST DOORS BEFORE OPENING

You can easily be overcome by heat, smoke or flames when you open a door to an area where a fire has spread.

DON'T LOCK SAFETY GATES ON WINDOWS

Fumbling for a key or combination during an emergency will reduce the opportunity for a safe exit.
WHAT TO DO IN CASE OF FIRE?

🌟 Do not panic. Be calm, but act quickly.

🌟 When your frying pan burst into flame, cover the flame with any metal cover at hand to shut off the oxygen from the air. Do not pour water because it may spread the fire or even scald you.

🌟 If it is just a small fire you can extinguish it using any of the following: a rug, a heavy garment, a pail of water or an extinguisher. The best is an “ABC” fire extinguisher.
WHAT TO DO IN CASE OF FIRE?

🌟 Call for help immediately. Phone the Fire Department at once. Be sure to give the exact address.

🌟 If the fire is beyond control, warn the family and go to the nearest and safest exit. Do not attempt to save your belongings, you might get trapped inside the burning house. Your life is more important than your things.

🌟 If fire starts in any electrical wire or device inside the house, cut-off the current first whenever possible at the switch or at the plug.

If fire starts in any electrical wire or device inside the house, cut-off the current first whenever possible at the switch or at the plug.
How to Get Out of a Burning Building?

It is always dangerous to remain in a burning building. Fires often spread rapidly and cut-off escape and are likely to generate poisonous gases.

If you are trapped inside the burning building, do not open a door that feels warm. Superheated air might quickly kill you. Try to get out some other way.
When forced to remain in a smoke-filled building, remember that the air is usually better near the floor. If you must make a dash through smoke or flame, hold your breath.

If you are cut-off upstairs, make a rope out of beddings or clothing. You can utilize porch and garage roofs or trees to get to the ground.
If there is a panic rush for the main exit, keep out of the crowd and attempt to find some other means of escape. Above all, keep calm.

A temporary refuge may be behind any door. Even a thin, wooden door will temporary stop smoke and hot gases and may not burn through for several minutes.
HOW TO GET OUT OF A BURNING BUILDING?

Stuff clothes in the cracks under and around the door to keep out smoke and gases. Open windows, break it if necessary and shout for help.

If there is dense smoke but no flame, crawl and if possible, get a wet towel and wrap it around yourself. Cover your nose and mouth with damp cloth.
ACTION TAKEN WHEN FIRE STRIKE

If fire breaks out, immediate correct action gives the best chance of putting it out quickly, reducing the danger to life and keeping damage to a minimum, if there is fire remember these six steps to safety:

- **S**OUND THE ALARM
- **A**DVICE FIRE BRIGADE
- **F**IGHT FIRE, IF POSSIBLE
- **E**VACUATE THE AREA/PREMISES
- **T**ELL OTHERS
- **Y**OU GET OUT, CLEAR THE AREA
## FIRE SAFETY CHECKLIST

### PRE-FIRE PLANNING

<table>
<thead>
<tr>
<th>Question</th>
<th>YES</th>
<th>NO</th>
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</thead>
<tbody>
<tr>
<td>Have you planned at least two ways to get out of every room in your home?</td>
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<tr>
<td>Do you keep exit routes clear in your home?</td>
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<tr>
<td>Do you know how to notify your fire department quickly and correctly in case of fire?</td>
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</tbody>
</table>

### ESPECIALLY FOR CHILDREN

<table>
<thead>
<tr>
<th>Question</th>
<th>YES</th>
<th>NO</th>
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</thead>
<tbody>
<tr>
<td>Do you make it a rule never to leave small children alone or unattended?</td>
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</tr>
<tr>
<td>Do your baby-sitters (and you) know the first rule of safety in fire emergencies? Get everybody out fast, and don't go back in.</td>
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</tr>
</tbody>
</table>

### GOOD SMOKING HABITS

<table>
<thead>
<tr>
<th>Question</th>
<th>YES</th>
<th>NO</th>
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<tbody>
<tr>
<td>Is smoking in bed strictly against the rule in your home?</td>
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<tr>
<td>Do you always make sure that cigarette, cigar and pipe ashes are completely extinguished before you dispose of them? Before going to bed, be SURE there are no cigarettes still burning.</td>
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<tr>
<td>Are matches kept out of the reach of children? Keep matches and lighters above the &quot;strike zone&quot; (too high for children to reach).</td>
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</tbody>
</table>
## FIRE SAFETY CHECKLIST

### ELECTRICITY

<table>
<thead>
<tr>
<th>Question</th>
<th>YES</th>
<th>NO</th>
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<tbody>
<tr>
<td>Do you see that extension cords are never run under rugs or hooked over nails?</td>
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<tr>
<td><em>Avoid using extension cords wherever possible (especially small-wired cords use with high-wattage appliances.)</em></td>
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<tr>
<td>When the breaker &quot;trip&quot;s&quot; or a fuse blows, do you investigate WHY it happened?</td>
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<tr>
<td><em>If a fuse blows (or a breaker &quot;trip&quot;s&quot;), find the cause. Remove excess appliances (lamps, stereo components, space heaters, etc.) from a breaker circuit that frequently &quot;trips&quot;.</em></td>
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<tr>
<td>Is the right size fuse (20 amps for lighting circuits) in each socket in the fuse box?</td>
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<tr>
<td><em>Replace the fuse with one of the correct size.</em></td>
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<tr>
<td>Is your TV well ventilated?</td>
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<tr>
<td><em>Allow air space around the TV to prevent overheating. If it doesn't work right, it can be a fire danger.</em></td>
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</tbody>
</table>

### GOOD HOUSEKEEPING

<table>
<thead>
<tr>
<th>Question</th>
<th>YES</th>
<th>NO</th>
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<tbody>
<tr>
<td>Do you keep rubbish cleaned out of the attic, basement, closets, garage and yard?</td>
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<tr>
<td><em>Sort and remove rubbish. Don't store things near the furnace or heater.</em></td>
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<tr>
<td>Are gasoline and other flammable liquids stored in safety cans, and kept well away from both heat and children?</td>
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<tr>
<td><em>Move flammable liquids away from heat. Do not store flammable liquids in the home. Keep them stored outside and away from the house in a separate storage building. Don't fill a hot lawn mower or other motor; let it cool first.</em></td>
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<td></td>
</tr>
<tr>
<td>HEATING AND COOKING</td>
<td>YES</td>
<td>NO</td>
</tr>
<tr>
<td>-----------------------------------------------------------------------------------</td>
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<tr>
<td>Are furnaces, stoves and smoke pipes kept in good repair and located far enough away from combustible walls and ceilings so that they do not create a hazard? <em>Use a fireplace screen to prevent sparks from flying.</em></td>
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<tr>
<td>If you have portable space heaters in your home do you see that they are properly maintained and located? <em>Keep portable space heaters away from people, curtains, and furniture.</em></td>
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<tr>
<td>Do you have an annual inspection of your heating system? <em>Have heating equipment checked and cleaned each year.</em></td>
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<tr>
<td>Do your sleeves get into things when you cook? <em>Wear tight-fitting clothing when you cook.</em></td>
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<td>Can you stop a cooking fire safely? <em>Smother a pan fire with a lid. Never use water. If cooking oil starts to smoke, turn down the heat. Don't throw whatever's handy on the counter, such as dumping flour from the bag, on the fire (explosion!)</em></td>
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Never leave a warm or hot iron unattended. An unattended iron that is on will scorch fabric and may cause a fire.
Never leave food on a stove or in an oven unattended. Keep cooking areas free of flammable objects such as potholders, towels and curtains.
Never disable or remove the battery from a smoke alarm. Frequently test smoke alarms and make sure that you replace batteries regularly.
Burning candles should never be left unattended. Keep flammable items like fabric and paper away from candles.
Store gasoline, newspapers and other combustibles away from sources of flame.
Keep space heaters on a level surface away from fabric and other flammable items.
Fire Safety Plan is very important part of the overall fire and life safety program within the building.

Its purpose is to prevent potential injuries and deaths and to protect your Properties from damage or loss due to fire.
If a fire starts in your home or at your workplace, don’t be scared, just stay calm.

Be sure that your home or your workplace have Fire Escape Plan, so that you will know what to do in the event of fire, and this could help save your life.
FIRE PLAN PART 1

If you are woken up by the sound of your smoke alarm or by the sound of what you think is a fire, remember this three words:

STOP - THINK - ACT

- Stay calm. Wake up all members of your family. Make your way out together through the nearest fire exit.
- Do not open any doors other than the ones you will use to escape through;
- If a door feels hot, DO NOT open it;
- When everyone is safe outside immediately call the Fire Department; and
- DO NOT GO BACK TO THE HOUSE for any reason until the Fire Department tells you that it is safe to return.
FIRE PLAN PART 2

Fires sometimes generate huge amount of smoke. This can kill you. If you have to pass through a smoke-filled hallway or room, get down on your hands and knees and crawl under it.

- Get all your family into a room from where it would be safest to get out from a window into a flat roof or into a safe ground;
- ALWAYS pass children down first. Never leave children;
- Never jump;
- Lower yourself to arms length and then drop; and

- WHEN EVERYONE IS OUT SAFELY, FIND A TELEPHONE AND DIAL 117.
FIRE PLAN PART 3

If you are trapped in a room by smoke or fire, you need to try to stop the smoke from getting into the room.

❖ Close the door;
❖ Block any gaps into the room. Use towels, blankets or spare clothes;
❖ If there is a telephone in the room dial emergency hot line;
❖ If there is no telephone, go to the window and shout for help;
❖ Once you know you have been heard and help is on the way, stay near the window and drop to the floor.
Every business establishment should have a Fire Safety Plan, which should be reviewed with all new employees when they begin their job and with all employees when the plan is changed.
THE FOLLOWING SECTIONS SHOULD BE ESTABLISHED WITHIN THE FIRE SAFETY PLAN.

- Map the complete layout of the building:
  - Exit location
  - Occupied Rooms/Offices
  - Vital fire fighter entry information

- Mark the locations of the following:
  - Fire extinguishers
  - Fire cabinet, fire hoses and standpipe stations,
  - Fire alarm system & detection devices
  - Emergency lighting, fire pumps
  - Sprinkler risers & Siamese connections, etc.
THE FOLLOWING SECTIONS SHOULD BE ESTABLISHED WITHIN THE FIRE SAFETY PLAN.

✈ Outline the preventative maintenance program:

➢ Monthly inspections and tests
➢ Performance details
➢ Fire logging methods pertaining to the audit of all the fire protection equipment within the building
➢ Fire drill intervals
➢ Occupant emergency evacuation procedures
➢ Alternative measures in fire emergency situations

✈ Indicate:

➢ All on-site fire hazards and measures to be taken by the supervisory staff and fire wardens
REMEMBER LIFE AND PROPERTY SHALL BE PROTECTED AND SAVED BY THIS EIGHT LETTERS

S - Schedule check up/inspection
T - Teach the safety rules on fire prevention
O - Organize Fire Brigade
P - Provide Fire Fighting Equipment
F - Fire Drill shall be conducted
I - Increase your awareness and knowledge
R - Report Fire, Call Fire Department
E - Eliminate all potential fire hazard
**KEYWORD FOR FIRE SAFETY**

**PREVENTION** is our first and most important step. The best way to fight fire is to prevent it from happening.

**AWARENESS** of the causes and dangers of fire keeps us always alert and prepared.

**DETECTION** of fire at its very early stages, when it is still small, is critical to keeping a fire under control.

**RESPONSE** or **REACTION** should be quick and efficient with the appropriate fire fighting tools.

**EVACUATION** is our last resort when all plans fails.
REMEMBER

“AN OUNCE OF PREVENTION IS WORTH THAN A POUND OF CURE”
LIFE SAFETY is everyone's business. Be FIRE SAFETY CONSCIOUS!
MODULE 2

THE IMPORTANCE OF FIRE EXIT DRILL
The Importance of Fire Exit Drill

Many lives could have been saved from unnecessary deaths and injuries in fires had the fire victims been practice and trained to get out of involved buildings during an emergency.

The purpose of emergency egress and relocation drills is to educate the participants in the fire safety features of the building, the egress facilities available, and the procedures to be followed.

Speed in emptying buildings or relocating occupants, while desirable, is not the only objective. This educational opportunity should be presented in a non-threatening manner, with consideration to the prior knowledge, age and ability of audience.
WHERE REQUIRED

Emergency egress and relocations drills or fire exit drills conforming to the provisions of Fire Code of the Philippines of 2008 (RA 9514):

“Fire Exit Drills should be held to check the ability of the members to perform the operations they are expected to carry out the fire equipment provided. Drills should occasionally be held under adverse condition to work out special procedures needed under such circumstances “

COMPETENCY

Responsibility for the planning and conduct of drills shall be assigned only to competent persons qualified to exercise leadership.
ORDERLY EVACUATION

In the conduct of fire exit drills, emphasis shall be placed on orderly evacuation rather than on speed.

Fire is always unexpected. If the drill is always held in the same way at the same time, it loses much of its value. When, for some reason during an actual fire, it is not possible to follow the usual routine of the emergency egress and relocation drill to which occupants have become accustomed. Confusion and panic might ensue.

DRILLS SHOULD CAREFULLY PLANNED TO SIMULATE ACTUAL FIRE CONDITIONS
OBJECTIVES OF FIRE EXIT DRILLS

Fire exit drills are not merely conducted just to comply with government requirements but to serve and achieve the following:

- To ensure the safe and effective use of all exit facilities in case of actual fire emergency.
- To acquaint personnel and staffs with the fire alarm signals and with actual emergency courses of action called under different conditions or situations.
- To achieve an orderly and safe evacuation under proper discipline.
- To prevent panic, confusion, injury and loss of lives and properties in case of actual fire which can only be attained.
ORGANIZATION OF FIRE BRIGADE

The Bureau of Fire Protection has gone a step further by putting in a place a program to organize fire brigades in all public and private offices.

“AN ORGANIZED FIRE BRIGADE IS A PLUS FACTOR IN EVERY PUBLIC OR PRIVATE OFFICES SINCE IT WOULD MINIMIZE UNNECESSARY ACCIDENTS IN THE EVENT OF FIRE”

Fire Brigades are composed of volunteers from various offices in a building whose main job is to assist people in protecting lives and property.

“IT IS A COST EFFECTIVE MEANS OF MAINTAINING AND SECURING OFFICES AND EVEN HOMES AND THE COMMUNITY AS WELL”
These brigades are organized not only in the office buildings but in residential area as well. These includes the BARANGAY FIRE BRIGADES, which coordinates fire emergency activities with the authorities.

To become a member of Fire Brigades, one has to undergo a seminar on fire Prevention and handling fire emergency situation. After such seminar, the participants should be able to know the minimum requirements of the public safety laws involving fires.

- National Building Codes
- Philippine Electrical Code
- Fire Code of the Philippines of 2008 (RA 9514)
- Mechanical Code
The members of the brigade are also trained in various aspects of the fire service

Fire Safety Inspection

Fire Prevention

Protection of property and lives

Suppression of Fire

Thus, they are expected to effectively operate portable fire extinguisher and other fire fighting equipment
1. The first few drills, including the time of rehearsal, shall be announced and shall be conducted at the place that will allow all employee or personnel enough familiarity with their individual role in the drill.

Subsequent drills shall be completely unannounced with only the Chief of Fire Brigades of which the fire exit team/evacuation team is a part, shall know.

Frequent Drills help in establishing the participants reaction to actual fire emergency by making it as a matter of routine activity.
2. There is no practical noise level required, in low chimes or buzzers, together with signal lights, can supplement the public address systems in specified locations in the fire alarm and signaling systems of the establishment.

The Evacuation Team Supervisor shall make use of fire alarm systems to signal the start of an exit drill in accordance with the specific code intended only for the fire evacuation or drills.

3. At the sound of the alarm, all involved persons subject to the drill shall proceed to the predetermined assembly area or areas at a safe distance and out of the way of arriving fire apparatus and of the exit ways shall be made in a fast but orderly manner without sacrificing safety or speed.
4. Other members shall be appointed as monitoring, to hold exit doors, open for the evacuation, or close windows and transoms to prevent and retard the spread of fire or smoke. They shall also serve in transmitting messages or instructions necessary for communications during the evacuation or drill.

5. Other members shall be designated as researchers who will search all areas on rooms of the floor where they are assigned for persons who may trapped unaware of what has been going.

6. After everybody has assembled in a safe pre-determined area, a head count shall be made to verify whether or not someone has been left behind unnoticed.

7. The signal to return to the building shall only be made upon instructions of the Fire Marshal.
FIRE BRIGADE ORGANIZATIONAL STRUCTURE
DUTIES AND RESPONSIBILITIES OF THE FIRE BRIGADE

FIRE MARSHAL

- Prepare and implement a fire safety program/plan
- Periodic evaluation of the equipment available for fire fighting, such as tools, appliances and other materials needed by the fire brigade in the form of monthly reports.
- Provisions of plans of action to meet possible fire situation in the plant/establishment/building subject to approval.
- Periodic review of the brigade roster and preparation of recommendation- update and expand when necessary.
- Preparing and implement training programs.
- Conduct fire exit/evacuation drills.
- Assist in investigation and fire reports.
DEPUTY FIRE MASHAL

- Assist the Fire Marshal in all activities of the fire brigade.
- Take over the duties of the Fire Marshal during the latter’s absence or incapacity to perform his duty.

COMMUNICATION TEAM

- Notify the Fire Marshal and the Fire Department of any incidence of fire.
- Receive and transmit messages, orders and information during the period of emergency and fire drills.
- Organized and train the communication personnel and the traffic team
- Supervise and direct communication team and traffic personnel during emergency and fire drills.
FIRE FIGHTING/EXTINGUISHING TEAM

- Respond to all alarms and fight fire through trained, coordinated teamwork
- When responding to an alarm, pulls out an extinguisher and carries it to the place of fire
- Applies the extinguisher most suitable to the class of fire
- Use water stream with optimum effectivity and minimum water damage
- Attend seminar / training and drills.
EVACUATION TEAM

❖ When fire alarm is sounded, immediately proceed to their respective area of responsibility.

❖ Guide and control the evacuation line through the shortest predetermined route

❖ Check the movement of evacuees to keep it fast but orderly and smooth. To prevent panic, shouting and unnecessary noise should not be allowed.

❖ Evacuate all other properties according to priorities.

❖ Evacuate all other properties not included in the listing of priorities, when practicable.

❖ Evacuate injured persons who are victims at the predestinated area.
RESCUE/SALVAGE TEAM

- Help people who may become hysterical and/or may have fainted upon hearing the alarm
- Execute/effect rescue victim to the designated first-aid
- Take rescued victim to the designated first-aid center for treatment/check-up
- Evaluate the building/area of its content using the order of priorities
- Search areas of rooms for persons who may trapped or unaware of the emergency or fire drill
FIRST-AID/MEDICAL TEAM

- Know the techniques of administering first-aid
- Attend to injured persons/victims.
- Take victim/s to the nearest hospital when so ordered by the competent authority

SECURITY/TRAFFIC TEAM

- Clear the street or passageway for the eventual use of evacuating personnel
- Clear the street or passageway of parked vehicles and other obstruction for the easy access of arriving fire units
- Isolate and secure the emergency/fire area. Allow only emergency vehicles and authorized personnel in the area.
FAMILIARIZATION

- Know the building structure facility involves in the fire safety plan

- Prepare and post maps of the structure showing the location of the exits, fire escapes, fire extinguisher and fire hose cabinets.

- Indicate the location of fire exits with directional signs
Things to avoid during fire exit drills:

- DON’T PANIC. HAVE PRESENCE OF MIND
- DON’T RUN
- DON’T LAG BEHIND, BREAKING LINES
- DON’T SCREAM OR MAKE UNNECESSARY NOISE
- DON’T LAUGH OR TALK
- DON’T CAUSE CONFUSION
- DON’T HIDE IN COMFORT ROOMS
DON’T RETURN FOR YOUR PERSONAL BELONGINGS

DON’T USE ELEVATOR

DON’T ATTEMPT TO LEAVE THE BUILDING EXCEPT IN ACCORDANCE WITH THE EXIT DRILL REGULATION

DON’T ATTEMPT TO LEAVE YOUR PLACE IN LINE UNTIL YOUR TO THE BUILDING

DON’T FAIL TO ASSIST IN CARRYING OUT INSTRUCTIONS

DON’T LOCK OR BOLT EXIT DOORS DURING WORKING HOUR

DON’T TREAT EXIT DRILLS AS A JOKE -- NO HORSEPLAY
The art of fire fighting involves the effective use of tools, equipment, manpower and methods which seek to attack, control and extinguish a fire.

**GENERAL PROCEDURES**

**PRE-FIRE PLANNING**

The objective of the pre fire planning is to fight the fire before it occurs. It involves collecting information and using information to plan ahead of time how fire will be fought if they occurs in various parts of the building.

**SIZE – UP**

In sizing up the situation, the brigade estimates the extent of the fire and decides upon the most effective plan for attacking the fire, This plan is determined by the character of fire, men and equipment at his disposal. The officer quickly consider such factor as life exposure, occupancy, storage of materials, firefighting equipment and water supply, Accessibility to the fire and conditions of adjacent street are important.
SEARCH AND RESCUE

Rescue operation is the removal of the human being and livestock from burning building to a protected place by keeping their routes of escape free from fire.

Each Fire Brigade member must understand the principle governing rescue. The first questions regarding rescue:

a.) Are there people inside?
   b.) If so, Are they in danger?
   c.) How can they be reached?
   d.) What must be done to effect the rescue?
   e.) Is additional help necessary?

VENTILATION

Is the process of opening up an involved building to relieve the structure of accumulated smoke, gases and heat to facilitate rescue and firefighting operations.
COVER EXPOSURE

Is the operation where in the water streams is directed at the adjacent building or structure to prevent the spread of fire to the other parts of the involved building.

CONFINEMENT

Is the operation by which the attacking units restricts the fire in the small portion of the building and prevent the spread of fire to the other parts of the building.

FIRE EXTINGUISMEMENT

Is the operation wherein the firefighting units systematically attack the fire with the extinguishing agents available to extinguish.

SALVAGE

Can be incorporated into initial attack where entry and water application involved

Can be more than throwing covers (respect for the property of others and not causing more damage than the fire)
OVERHAULING / MOPPING

Overhaul is the term referring to the after fire operation activities wherein pieces of the burned materials are scattered, turned over and expose embers of fires that might re-ignite. Mopping is an after fire operation activity that ensures that no more embers of fire are left. The entire fire scene is flooded with water or any fire extinguishing agent until no fire not smoke
Knowing what to do before the emergency arises is the best way to prevent panic and confusion.
Every day, millions of people wake up, go to work or school, and take part in social events. But every so often the unexpected happens: an earthquake, a fire, a chemical spill, an act of terrorism or some other disaster.

Routines change drastically, and people are suddenly aware of how fragile their lives and routines can be. Each disaster can have lasting effects - people may be seriously injured or killed, and devastating and costly property damage can occur.

SHOULD YOU ENTER?
TAKE A GOOD LOOK

➢ Does the building appear to be in a condition that makes you feel comfortable?
➢ Is the main entrance wide and does it open outward to allow easy exit?
➢ Is the outside area clear of materials stored against the building or blocking exits?

BEFORE YOU ENTER

HAVE A COMMUNICATION PLAN

Identify a relative or friend beforehand to contact in case of emergency and you are separated from family or friends.
PLAN A MEETING PLACE

Pick a meeting place outside to meet family or friends with whom you are attending the function. If there is an emergency, be sure to meet them there.

WHEN YOU ENTER

LOCATE EXITS IMMEDIATELY

- When you enter a building look for all available exits.

- Are the exits clearly marked and well lit? Some exits may be in front and some in back of you.

- Always be prepared to use the exit closest to you. (You may not be able to use the main exit.)
CHECK FOR EXITS PATHS

- Make sure aisles are wide enough and not obstructed by chairs for furniture.

- Check to make sure your exit door is not blocked or chained.

- If there are not at least two clearly marked exits or exit paths are blocked, report the violation to management and leave the building if it is not immediately addressed.

- Call the local fire marshal to register a complaint.
DO YOU FEEL SAFE?

- Does the building appear to be overcrowded?
- Are there fire sources such as candles burning, cigarettes or cigars burning, pyrotechnics, or other heat sources that may make you feel unsafe?
- Are there safety systems in place such as alternative exits, sprinklers, and smoke alarms?
- Ask the management for clarification on your concerns. If you do not feel safe in the building, leave immediately.
DURING AN EMERGENCY

REACT IMMEDIATELY

• If an alarm sounds, you see smoke or fire, or other unusual disturbances immediately exit the building in an orderly fashion.

• Use your closest exit – keep in mind that it may not be the main exit.

GET OUT, STAY OUT!

✓ Once you have escaped, stay out. Under no circumstances should you ever go back into a burning building.

✓ Let trained firefighters conduct rescue operations.
Take the time to learn about the public assembly buildings you may enter so that you know what to do if the unexpected happens.
MODULE 4

HOTEL AND MOTEL FIRE SAFETY
HOTEL AND MOTEL FIRE SAFETY
• When making a hotel reservation or checking into a hotel, ask about the fire safety features of the facility and choose a facility that's protected by both smoke alarms and is fully fire sprinklered.

• When checking in, ask what the fire alarm system sound is for the facility.

• Locate the two nearest stairs and count the number of doors between your room and the stairwell.
In a fire, the hall may be dark and it may be difficult to see the exit stairway.

Counting the number of doors may help you find the stairs.
• Become familiar with the fire escape plan posted in your room.

• Check to make sure the exits are not locked or blocked. Notify the hotel manager if exits are not accessible.

• Keep your room key by your nightstand so that you can easily reach it in an emergency.

• Travel with a flashlight and fresh batteries in case the power goes out.

• Report any unusual behavior or fire hazards to hotel management.
• If the fire alarm sounds, leave the building immediately.

• Take your room key with you, in case the exits are blocked by fire or smoke, you can return to your room.

• Test doors before you open them. If there is fire on the other side, it will feel warm around the cracks.

• If the door is warm, use your second way out or stay in your room and begin procedures for "If You Are Trapped."

• If the door is cool, open it cautiously and check to make sure your escape path is clear of fire and smoke.
• If the door is cool, open it cautiously and check to make sure your escape path is clear of fire and smoke.

• Always use the stairs, not an elevator, during a fire.

• If you must escape through smoke, crawl low under the smoke on your hands and knees to your exit.
If you can't escape and there's not fire in your room, stay put.

Call the fire department and let them know your exact location.

Shut off fans and air conditioners because they can draw smoke into the room.
• Stuff towels or sheets in the cracks around all doors and vents between you and the fire.

• If you can, open the window at the top and bottom, but be prepared to shut it if smoke comes into the room.

• Do not break the window so that you are able to shut it if needed.

• Stay at the window and signal the firefighters by waving a light-colored cloth or a flashlight.
HOTEL FIRE SAFETY CHECKLIST

To be completed by chief engineer, director of safety or equivalent

1. Is there a fire alarm system to alert the attendees of a fire? What does it sound like?
   a. Bell  b. Horn  c. Slow whoop  d. Other

2. Are exit doors and routes to them indicated by illuminated EXIT signs?

3. Is there emergency lighting for the exit ways and exit stairs?

4. Are there any obstructions in corridors, exit doorways, exit stairs, and other routes that constitute exit ways for occupants?

5. Do exit doors from meeting, food service, or casino areas swing out?

6. Are exit doors locked or secured in any way that would prevent ready use of the door?
7. Are doors which could be mistaken for an exit marked properly? At least, DO NOT EXIT.

8. Do doors to exit stairs close and latch automatically after use and remain properly closed?

9. Are you able to access the guest room floor from the exit stairs?

10. Are instructions prominently displayed in each attendee's room giving details of the fire alarm signal and indicating locations of the nearest exits?

11. Are attendee's room doors self-closing and free of transoms or louvers that might permit penetration of smoke into the room?

12. Is there a sign clearly visible in each elevator lobby station that states "Elevators are not to be used during a fire?"

13. Are there signs posted at the principal entrance to meeting and facility rooms, specifying maximum number of occupants?
14. Are the provided exits remote from each other so that occupants are able to use alternatives if one exit becomes unusable in an emergency?

15. Are folding partitions or air walls arranged so as not to obstruct access to required exits?

16. Are there mirrored surfaces near exits that might create confusion for evacuees?

17. Do meeting rooms have sufficient exits to allow the number of occupants to leave readily, based on the following rate? 
   a. More than 1,0004 exits (minimum)  
   b. 300-1,0003 exits  
   c. 50-3002 exits

18. Are all corridors, stairways, and aisles free of temporary or permanent storage, including laundry, chairs, tables, room service trays, and trash?
19. Is there a designated senior staff person responsible for on-site fire safety inspections?

20. Are you subject to a fire code? If so, which one?

21. Are any violations related to fire safety inspections outstanding or uncorrected? If so, please list.

22. Does your facility have an established operating emergency procedure in case of fire? Please include a copy with this completed checklist.

23. Is your facility fully sprinklered? If no, indicate where sprinklers are located.

24. Are smoke detectors located in all areas of the facility? If no, indicate smoke detector locations:
   a. Meeting Rooms  b. Corridors  c. Public Lobbies  d. Guest Rooms  e. Other
MODULE 5

FIRE SAFETY IN HEALTH CARE FACILITIES
Health care facilities are divided into “smoke compartments”-areas that can be closed off by “smoke barrier doors” to prevent spread of fire and smoke.

Know the layout of the smoke compartments and the location and the smoke barrier doors on the floors where you are working.
If there is fire in your area.......

- Alert all staff. Call out your facility’s code phrase and announce where the fire is.

- The staff member closest to the fire alarm station should sound it as soon as he/she hears the code phrase.

- Evacuate the patients who are in immediate danger.

- Close doors to slow the spread of fire and smoke as you move patients out of the fire area.
➢ Try to control or put the fire using a portable fire extinguisher

➢ Unless the fire can be extinguished completely, evacuate you’re your smoke compartments

➢ Checking all rooms and bathrooms to be sure no patients have been left in danger, and closing all doors as you leave

➢ Throughout the emergency, reassure and calms the patients
There are no tool proof rules, but here some guidelines

**IF THE FIRE IS SMALL** and can be contained and extinguished quickly, you may not need evacuate the smoke compartment

Use a portable fire extinguisher only if the fire is small and can brought under control

If the fire is large or spreading, close the door to the fire area and leave
Once you contained the fire behind closed doors, do not try to go back into to fight fire

**IF A FIRE HAS BEEN ISOLATED** but not extinguished, evacuate the smoke compartment

Close doors as you evacuate areas to prevent spread of fire and toxic gases

Non-ambulatory patients can be moved by sliding them along the floor on blankets or sheets, or in wheel-chairs, or on gurneys or stretchers
Horizontal Evacuation: Moving patients from one smoke compartment to another on the same floor is more efficient than evacuating patients to other levels.

Vertical Evacuation: Moving patients to other floors is a last resort. Do only if fire and smoke prevent horizontal movement. Use stairwells, not elevator, or follow fire fighters’ directions.
Major fires in health care facilities are rare but can be deadly.

Most patients cannot leave the fire area without assistance.

DEFEND IN PLACE
OUR FIRST LINE OF DEFENSE
You should know

- Your part in facility’s evacuation plan
- Your facility’s fire safety plan
- The code phrase for fire, so you can alert the staff
- The location of fire alarms
- The location of fire extinguisher
- How and when to fight a small fire
- How and when to shut off oxygen and other equipment
MODULE 6

EARTHQUAKE
EARTHQUAKE!

Don't Panic...
You must know what to do
BEFORE, DURING and AFTER an earthquake...
THE KEY TO EFFECTIVE PREVENTION IS PLANNING

Determine whether the site is along an active fault and/or prone to liquefaction or landslide which may cause damage to your house or building.

Be sure that proper structural design and engineering practice is followed when constructing a house or building.

Evaluate the structural soundness of the building and important infrastructure or retrofit if found necessary.
PREPARE YOUR PLACE OF WORK AND RESIDENCE FOR THE EVENT.

- Strap heavy furniture/cabinets to the wall to prevent sliding or toppling.

- Breakable items, harmful chemicals and flammables materials should be stored in the lowermost shelves and secured.

- Make it a habit to turn off gas tanks when not in use.
FAMILIARIZE YOURSELF WITH YOUR PLACE OF WORK

Identify relatively strong parts of the building like doors jambs, near elevator shafts, study tables, where can take refuge during an earthquake.

Learn to use fire extinguishers, first aid kits, alarms and emergency exits. These should be accessible conveniently located and prominently marked.
MOST CAUSES OF INJURIES DURING EARTHQUAKE ARE FROM FALLING BODIES

Heavy materials should be kept in lower shelves.

Check the stability of hanging objects which may break loose and fall during earthquakes.

Prepare and maintain an earthquake survival kit consisting of a battery powered radio, flashlight, first aid kit, potable water, candles, ready-to-eat food, whistle and dust mask.
DURING

IF YOU ARE INSIDE A STRUCTURALLY SOUND BUILDING, STAY THERE

Protect your body from falling debris by bracing yourself in a doorway or by getting under study desk or table.
If you are outside move to an open area.

Get away from power lines, posts, walls and other structures that may fall or collapse.

Stay away from buildings with glass facades.
WHEN DRIVING A VEHICLE PULL TO THE SIDE OF THE ROAD AND STOP

Do not attempt to cross bridges or overpasses which may have been damaged.

If you are in the mountain pass/road stop the car and stay clear from steep escarpments which may be affected by landslide.
If you are along the shore and you feel a very strong earthquake, strong enough to make standing difficult, it is always safest to assume that a tsunami has been triggered. Run away from the shore toward higher ground.
AFTER

IF YOU ARE INSIDE AN OLD STRUCTURE, TAKE THE FASTEST AND SAFEST WAY OUT!

Do not rush to the exit, get out calmly in an orderly manner.

Do not use elevators, use the stairs

Check yourself and others for injuries
Do not use your telephone to call relatives and friends.

Disaster prevention authorities may need the lines for emergency communication.

Do not use your car and drive around areas of damage.

Rescue and relief operations need the road for mobility.
HELP REDUCE THE NUMBER OF CASUALTIES FROM THE EARTHQUAKE

Do not enter partially damaged buildings strong aftershocks may cause these to collapse.

Gather information and disaster prevention instructions from battery-operated radios.

Obey public safety precautions.
CHECK YOUR SURROUNDINGS

Clean-up chemical spills, toxic and flammables materials to avoid any chain of unwanted events.

Check for fire and if any, have it controlled.

Check your water and electrical lines for defects. If any damage is suspected, turn the systems off in the main valve or switch.
IF YOU MUST EVACUATE YOUR RESIDENCE, LEAVE A MESSAGE STATING WHERE YOU ARE GOING.

Take with you your earthquake survival kit, which should contain all necessary items for your protection and comfort.
FIRE SAFETY IS OUR MAIN CONCERN
TO GOD BE THE GLORY