



## Fire Prevention and Preparedness Checklist

**Instructions:** This checklist contains specific actions you can take to prevent and prepare for a potential fire. You can add items to make it specific to you. Print the form and check the items off as you complete them.

	Prepare an escape route and practice evacuation drills at least twice a year. Prepare primary and secondary escape routes.
	<b>Indoors:</b>
	Install smoke alarms on every floor and in every sleeping area.
	Install carbon monoxide detectors in your home.
	Post your evacuation route on each floor if applicable.
	Observe candle safety. Avoid using candles if possible.
	Strategically locate "A-B-C" type fire extinguishers around your home. Secure them properly and teach family how to use them.
	Check fireplace and wood stove chimneys for cracks and defects.
	Clean your chimneys often.
	Check your electrical system for wear or damage.
	Check all cords and plugs for damage.
	Do not use extension cords on appliances.
	Make sure that electrical cords are not trapped against a wall or under rugs or carpet where heat can build up.
	Make sure that extension cords are not overloaded.
	Replace light switches that get hot or on lights that flicker.
	Make sure that all outlet and switch covers are in place.
	Place stove, fireplace and grill ashes in a metal bucket and soak in water for 2 days before disposal.
	<b>Outdoors:</b>
	Locate your barbecue grill away from buildings, overhangs and other combustibles.
	Check fireplace and wood stove chimneys for cracks and defects.
	Install spark arresters on top of all chimneys.
	Turn off the gas to your grill when not in use.
	Clean the grease trap on your grill often.
	Store propane and other fuel tanks outdoors away from the base of buildings.
	Clear all debris such as leaves, dead limbs, twigs, flammable vegetation and rubbish from the area and under structures.
	Remove dead branches that extend over the roof and remove limbs that are within 15 feet from the ground.

