

## **5. Controlling Building Fire Hazards**

A high standard of housekeeping and general maintenance is the single most important factor in the prevention of fire. Subsequently, some common fire hazards have been identified;

- Combustible materials stored improperly and in mass quantities in unapproved locations.
- Fire Doors being propped open or not closing properly.
- Improper storage of flammable liquids and gases.
- Defective wiring of appliances and electrical equipment, and/or overloading of specific outlets, power bars and extension cords
- Improper disposal of oily rags

### **In General, Occupants of a Building Should Know;**

- How to alert occupants of the building of a Fire or Emergency
- Where the exits are located
- To call 9-1-1 in the event of an Emergency
- The name and address of the building in which you are located
- The Fire Alarm procedures and meeting place in the event the building needs to be evacuated
- Who the Building Emergency Team members are within their area and who the Supervisory Staff are within the building
- How to report any Hazard to your Supervisor, WSCS, Fire Safety or Occupational Health and Safety

### **Reporting Fire Hazards**

Please report all fire hazards to Western Fire Safety at 519-661-3300 or extension 83300. There is no need to give your name and all hazards will be investigated if reported by phone or in person (**Please do not report fire hazards by fax or email**).