

feet from any heat source (such as heaters, light fixtures, appliances, etc)

Dryer Lint. Dryers and other laundry machines must be kept free of lint. Empty lint traps between loads. Keep the area around the machines clean.

Evacuation. Follow more detailed directions as outlined in the Safety Check Brochure titled 'Emergency Evacuation Procedures' and 'Evacuation Assistant Guide'

Fire Doors. Never wedge open fire doors. All stairwell doors and most corridor doors are 'fire rated' doors. Such doors are designed to protect exits from smoke and fire for up to two hours.

Storage of Combustibles All stored items must be kept neat and orderly and not allowed to accumulate in excessive amounts. Items stored must be kept at least 2 feet from ceiling (or 18 inches from sprinklered ceilings) and at least 3

Monthly Inspection. Each extinguisher in the residential halls has to be checked once a month by a RA or RD

- o Check that the pin is in place to prevent accidental discharge and that the safety seal is intact.
- o The dial should show the arrow in the 'Green' zone indicating the extinguisher is charged and ready for use.
- o The tag attached to the extinguisher should be signed or checked to show the monthly inspection was completed
- o If an extinguisher is broken, unusable, stolen, damaged, or discharged, replace it from the RA stock and call EH&S (7772211)

