



NY FIRE CONSULTANTS

Fire & Emergency Safety:

What residents need to know to
prepare and respond

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Life, simplified.

Our Panel



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If you have a question, please type it in the Q&A

- Include your name, email, building address, and apt # so that we can get back to you with an answer if we run out of time
- Your question and information can only be seen by our panelists and will not be publicly displayed

Life, simplified.

Agenda

- Code Requirements
- Fire prevention & evacuation planning
- Combustible (non-fireproof) vs. non-combustible (fireproof) buildings
- Reducing your risk | Smoke and carbon monoxide detectors
- Medical emergencies
- Resident Resources





FDNY fire code requirements

- Self-closing doors (NYC Local Law 111)
- “Close the Door” notices (NYC Local Law 115)
- Emergency markings
- Smoke and carbon monoxide detectors
- Annual Fire Safety Mailings
- Fire Safety Notice "Back of Door Decal"

Fire Emergency Preparedness Guide

PART I -- BUILDING INFORMATION SECTION
NEW YORK CITY APARTMENT BUILDING
EMERGENCY PREPAREDNESS GUIDE
BUILDING INFORMATION

BUILDING REPRESENTATIVE:
Your Info Here

BUILDING INFORMATION:
Year of Construction: 2023
Type of Construction: Non-Combustible
Number of Floors: 11 floors above grade, 1 floor/s below grade
Sprinkler System: Yes; Fully Sprinklered
Fire Alarm: Yes; Transmitted to Fire Department via alarm company
Manual Pull Station Locations: No pull stations installed.
Emergency Voice Communication System: No
Public Address System: No

Means of Egress:

Type of Egress	ID	Location	Leads To
Exit		Main Exit at lobby floor	
Exit		Service exit at lobby floor	
Enclosed interior stairs	A	South side of building	
Enclosed interior stairs	B	South side of building	

Other Information: Emergency Lighting is provided in the following areas: Stairway A, B and all exits. There is no access to any adjoining building at roof level. Fire alarm control panel (FACP) monitors sprinkler water flow, tamper switches and smoke detectors. It is located in the basement telecom room and is connected to a central monitoring station.

Prepared: April 29, 2023

What type of construction



Fire Safety Notice “Back of Door” decal

YOU ARE IN A COMBUSTIBLE (NON-FIREPROOF) BUILDING

YOU ARE IN A NON-COMBUSTIBLE (FIREPROOF) BUILDING

FIRE SAFETY NOTICE

IN THE EVENT OF FIRE, STAY CALM. NOTIFY THE FIRE DEPARTMENT AND FOLLOW THE DIRECTIONS OF FIRE DEPARTMENT PERSONNEL. IF YOU MUST TAKE IMMEDIATE ACTION, USE YOUR JUDGMENT AS TO THE SAFEST COURSE OF ACTION, GUIDED BY THE FOLLOWING INFORMATION:

YOU ARE IN A NON-COMBUSTIBLE (FIREPROOF) BUILDING

What type of construction



IF THE FIRE IS IN YOUR APARTMENT

- Close the door to the room where the fire is and leave the apartment.
- Make sure EVERYONE leaves the apartment with you.
- Take your keys.
- Close, but do not lock, the apartment door.
- Alert people on your floor by knocking on their doors on your way to the exit.
- Use the nearest stairwell to leave the building.
- DO NOT USE THE ELEVATOR.
- Call 911 once you reach a safe location. Do not assume the fire has been reported unless firefighters are on the scene.
- Meet the members of your household at a pre-determined location outside the building. Notify the firefighters if anyone is unaccounted for.

IF THE FIRE IS NOT IN YOUR APARTMENT

- Stay inside your apartment and listen for instructions from firefighters unless conditions become dangerous.
- If you must exit your apartment, first feel the apartment door and doorknob for heat. If they are not hot, open the door slightly and check the hallway for smoke, heat or fire.
- If you can safely exit your apartment, follow the instructions above for a fire in your apartment.
- If you cannot safely exit your apartment or building, call 911 and tell

Fireproof (non-combustible) vs. non-fireproof (combustible) buildings

The evacuation portion of your building's fire safety guide will depend on:

- Whether your building is fireproof or non-fireproof, and
- If the fire is in your apartment or some other portion of the building

Fireproof does not mean that the building is immune to fire:

- While the structural components may not catch on fire, the contents may generate life threatening heat and smoke
- Generally in a fireproof building, fire and smoke will be contained to the portion of the building (apartment) where the fire started



Why building construction matters

Combustible



Building is constructed of wood beams which will contribute to the spread of fire.

YOU MUST SAFELY EVACUATE!



Non-Combustible



Building is constructed of steel and cement which will not contribute to the spread of fire.

SAFELY SHELTER IN PLACE!



In the event of
a fire, should I
stay or go?



If the fire is in your apartment

Combustible & non-combustible buildings

- Close the door to the room where the fire is and leave the apartment
- Make sure everyone leaves the apartment with you
- Take your keys and close, but do not lock, your apartment door
- Use the nearest stairwell that is free of smoke to exit the building
- **Do not use the elevators**
- Call 911 once you reach a safe location (never assume a fire has been reported)
- Meet the members of your household at a predetermined location outside the building
- Notify responding firefighters if anyone is unaccounted for



If the fire is NOT in your apartment

Non-combustible buildings

- Stay inside your apartment and listen for instructions from firefighters unless conditions become dangerous.
- Seal the doors to your apartment with wet towels or sheets and seal air ducts or other openings where smoke may enter with duct tape.
- Open windows a few inches at top and bottom unless flames and smoke are coming from below.
- Do not break any windows.
- If conditions appear life-threatening, open a window and wave a towel or sheet to attract the attention of firefighters.
- If smoke conditions worsen before help arrives, get down on the floor and take short breaths through your nose. If possible, retreat to a balcony or terrace from the source of the flames, heat or smoke.



If the fire is NOT in your apartment

Combustible buildings

- Feel the door and doorknob for heat. If not hot, open the door slightly and check the hallway for smoke, heat, or fire.
- Exit the apartment and building if you can safely do so.
- If you the hallway or stairwell is not safe because of smoke, heat, or fire and you have access to a fire escape, use it to exit the building. Proceed cautiously and always carry or hold onto small children.
- If you cannot use the stairs or fire escape, call 911. Tell them your address, floor, apartment number and the number of people in your apartment.
- Seal the doors to your apartment with wet towels or sheets and seal air ducts or other openings where smoke may enter with duct tape.
- Open windows a few inches at top and bottom unless flames and smoke are coming from below.
- Do not break any windows.
- If conditions appear life-threatening, open a window and wave a towel or sheet to attract the attention of firefighters.
- If smoke conditions worsen before help arrives, get down on the floor and take short breaths through your nose. If possible, retreat to a balcony or terrace from the source of the flames, heat or smoke.



Save lives: Close the door

- Visible reminder to occupants of the importance of closing doors when exiting a building during a fire
- Smoke inhalation is the number one cause of fire-related deaths, self-closing doors save lives
- During a fire, self-closing doors and fire-proof doors prevent fire and smoke from traveling between apartments and floors
- Closing doors helps contain fire and smoke, assist firefighters, prevents smoke from entering stairwells, and limits damage to your home and building

In a fire, close all doors behind you!

Keep fire and smoke out of building hallways and stairs.
Keep apartment and stairwell doors closed at all other times.

Protect your neighbors and your home!



Open vs. closed door

How fast smoke builds up in a room remote from the fire area depends on if a door is open or closed



Heat line

Paint melts off wall

Smoke line

Smoke was heavy enough from this point up to stain the wall.

Escape area

This is why we crawl

Protected area: closed door

This room was protected from the heat and smoke due to a closed door

Pictures are worth a 1,000 words



Risk countermeasures

- Maintenance of smoke and carbon monoxide detectors
- Fire extinguisher storage and maintenance



Types of fire extinguishers

- Fire extinguishers are classified by the type of fire that they will extinguish
- Some fire extinguishers can only be used on certain types of fires, while other fire extinguishers are made to extinguish more than one type of fire
- Portable fire extinguishers are labeled so users can quickly identify the classes of fire on which the extinguisher will be effective



What to know about fire extinguishers

Class of Fire	Type of Fire	Type of Extinguisher	Extinguisher Identification	Symbol
A	Ordinary combustibles: wood, paper, rubber, fabrics, and many plastics	Water, Dry Powder, Halon		
B	Flammable Liquids and Gases: gasoline, oils, paint, lacquer, and tar	Carbon Dioxide, Dry Powder, Halon		
C	Fires involving Live Electrical Equipment	Carbon Dioxide, Dry Powder, Halon		
D	Combustible Metals or Combustible Metal Alloys	Special Agents		No Picture Symbol 
K	Fires in Cooking Appliances that involve Combustible Cooking Media: Vegetable or Animal Oils and Fats			

Extinguishing a fire

- Make sure 911 has been called
- Make sure the fire is confined to a small area and not spreading
- Make sure everyone has left or is leaving the area
- Remember the acronym P.A.S.S.

Pull the pin on the handle

Aim the nozzle at the fire

Squeeze the handle

Sweep the fire area



When not to extinguish a fire

- If you do not know what is burning
- You don't have adequate/appropriate equipment
- You might inhale toxic smoke
- If you do not know the size of the fire
- If the fire is spreading too fast
- If your instincts tell you not too



Do not overestimate your ability to put out a fire

- Most fires can not be easily or safely extinguished
- Do not attempt to put the fire out once it begins to spread quickly
- If you attempt to put out a fire, make sure you have a clear path of retreat from the room in case the fire grows out of control or your extinguisher malfunctions



Medical emergencies

- **In the event of a medical emergency, call 911**
- **After calling 911, notify building staff so they are prepared for first responders**
- **Always follow the exact instructions of the 911 operator**

When calling 911, include the following information:

- Address of the building
- Entrance that provides the quickest access to the patient(s) and at which first responders will be met by building staff
- Number of patients and their exact location inside or outside the building
- Patient's chief complaint and/or present condition (bleeding, chest pain, difficulty breathing/not breathing, conscious/unconscious, etc.)
- Any hazards involved
- Caller's name & number for a return call



Resident resources

How to use a fire extinguisher

[Watch the training video](#)

FDNY Fire Safety Publications

[Access resources here](#)

FDNY Smart Educational Resources

[Access resources here](#)

- Webpages
- Publications
- Printable Flyers
- Printable Worksheets
- Translated Documents

NYC Emergency Management

[Access resources here](#)

- Household Planning
- Go Bags
- Emergency Supply Kit (Stay)
- When to Go (Evacuation)
- When to Stay (Shelter In Place)

Fire Safety Notice

- [Combustible \(non-fireproof building\)](#)
- [Non-combustible \(fireproof building\)](#)





Thank you.

The webinar recording and PowerPoint slides
will be distributed to all attendees.