WORK PLACE SAFETY,
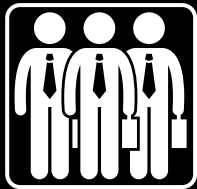## FIRE PROTECTION

The Employers

- Ensure smoke alarms and fire sprinklers work.
- Post a fire escape plan on each level of the building.
- Ensure employees are familiar with all exit locations, escape routes, and fire protection equipment.
- Keep fire escapes clear of debris.
- Conduct emergency drills regularly.

The Employees

- Check for damaged or overloaded electrical outlets, cords, and cables.
- Plan and practice multiple escape routes.
- Keep the area around windows clear to use as an emergency exit, if you are on the first floor and the window can be opened.
- Listed and labeled portable heaters being used should never be left unattended and always placed three feet away from anything that could burn.

If there is a Fire

- Call 9-1-1.
- Notify co-workers of the fire as you exit.
- Never use the elevator. Use stairs to evacuate.

If you can't escape

- Seal door gaps with jackets.
- Wait at the window.
- Remain calm.

FIRE SAFE South Carolina
A COMMUNITY RISK REDUCTION PROGRAM

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