

SKIDMORE  
COLLEGE

# General Fire Safety

**Each of these three elements must be present at the same time to have a fire. A fire will burn until one or more of the elements is removed.**

### **Fuel**

Any combustible material – solid, liquid or gas

### **Oxygen**

The air we breathe is about 21% oxygen – fire needs only 16% oxygen



### **Heat**

The energy necessary to increase the temperature of fuel to where sufficient vapors are given off for ignition to occur

# There are 4 classes of fire:



## Class A

Ordinary combustibles or fibrous material, such as wood, paper, cloth, rubber, and some plastics.

## Class B

Flammable or combustible liquids such as gasoline, kerosene, paint, paint thinners and propane.



## Class C

Energized electrical equipment, such as appliances, switches, panel boxes and power tools.

## Class D

Certain combustible metals, such as magnesium, titanium, potassium, and sodium.



# To Prevent Fires

**Class**



**Ordinary Combustibles:**

- Keep storage and working areas free of trash.
- Place oily rags in covered containers.

**Class**



**Flammable liquids or gases:**

- ♦ Don't refuel gasoline-powered equipment in a confined space, in the presence of an open flame, or while the equipment is hot.
- ♦ Keep flammable liquids stored in a tightly closed container and away from spark producing sources.
- ♦ Use flammable liquids only in well ventilated areas.

**Class**



## **Electrical Equipment:**

- ◆ Never install a fuse rated higher than specified for the circuit.
- ◆ Investigate any appliance or electrical equipment that smells strange. Unusual odors can be the first sign of a potential fire.
- ◆ Utility lights should always have some type of wire guard over them.



**Class**



**Flammable metals:**

- Knowledge of the properties of the metals and using good judgment and common sense will assist you in controlling or avoiding potential fires/reactions.

# BE PREPARED FOR A FIRE EMERGENCY

- **Know the location of fire exits and alarm systems in your area and know how to use them.**
- **If you discover a minor fire, immediately contact the Department of Campus Safety at X5566.**
- **Activate the building alarm (fire alarm) on your way out of the building. If you are in a room when the alarm sounds, cease all operations and prepare to vacate the area:**
  - **FEEL THE DOOR FOR HEAT.**
  - **If the door is not hot, evacuate**
  - **If the door is hot, DO NOT OPEN IT. Go to a phone or window and contact someone for help. Place wet towels under the door and stay low where the air is better.**
- **Close all doors to confine the fire and reduce oxygen available to it. Do not lock doors.**
- **When the building evacuation alarm is sounded, assume an emergency exists. Walk quickly to the nearest marked exit and alert others to do the same.**
- **Proceed quickly to the predetermined Evacuation Assembly Point**





# OTHER DO'S AND DON'TS

- Don't use the elevators during a fire.
- DO Assist people with disabilities in exiting the building!
- DO Stay calm and be prepared and evacuate safely.
- DO Stay near the floor where the air will be less toxic. Smoke is the greatest danger in a fire.
- DO Close doors behind you, however do NOT lock the door. Locking the door hinders the fire department's search and rescue efforts.
- Do not jump. Response time by the Saratoga Springs Fire Department is excellent. If necessary, wet towels and place them under doorways.

## **AFTER YOU EVACUATE THE BUILDING**

- Once outside, move to a clear area at least 500 feet away from the affected building to the designated assembly area. Keep streets, fire lanes, hydrants, and walkways clear for emergency vehicles and crews.
- If requested, assist emergency crews as necessary.
- A temporary command post may be set up near the emergency site. Keep clear of the Command Post unless you have official business.
- Do not return to an evacuated building unless told to do so by a College official.

## If you are trapped in smoke or heat:

- Stuff the cracks around doors with towels, rags, clothing or tape, and cover vents to keep out smoke.
- Stay low to the floor, and if possible, cover your mouth and nose with a damp cloth or dust mask to help you breathe.
- If there is a phone in the room where you are trapped, call the fire department to tell them exactly where you are located. Do this even if you see fire apparatus on the street below.



The background is a dark teal color. It features several light blue circles of varying sizes scattered across the page. In the top right corner, there is a solid red vertical rectangle.

**In the event of a fire,  
your personal safety is your  
most important concern.**

**Remember – you are  
not required to fight a fire.**

IF YOU FIGHT A FIRE, REMEMBER THE WORD

**P A S S**

**PULL ... AIM ... SQUEEZE ... SWEEP**



**PULL**... the pin. Some extinguishers require releasing a lock latch, pressing a puncture lever or other motion.

**AIM**... low, pointing the extinguisher nozzle (or its horn or hose) at the base of the fire.







**SQUEEZE**... the handle. This releases the extinguishing agent.

**SWEEP**... from side to side at the base of the fire until it appears to be out. Watch the fire area in case fire breaks out again, and repeat use of extinguisher if necessary.





# **Remember!**

## **Your Safety Comes First**

**Leave the fire  
fighting to the  
professionals**