If Clothes Catch Fire
“Stop, Drop, Cover Your Face and Roll”

Plan Escape Routes
- Locate all exits in your building
- Locate two exits from where you sleep
- Locate fire alarm pull stations in your buildings

Prevention
- No live Christmas trees
- Don’t tamper with fire safety equipment
- Don’t use matches, candles, fireworks, etc.
- Don’t leave kitchen unattended when cooking
- No alcohol (no alcoholic beverages)
- Fires can be caused by electrical appliances with frayed or faulty wiring
- Replace worn or damaged cords
- Keep electrical appliances away from wet floors or counters — especially in the bathroom
- Use electrical appliances with Underwriter’s Laboratory seal for safety
- NEVER overload extension cords or wall sockets
- Shut off any electrical appliance that becomes hot to touch

Any Questions?
Contact the Fire Safety Department or Robert Gleason
718-990-2587
Fire Safety Director
Edward Bergen or Michael Stuart
718-990-6389
Assistant Fire Safety Director
ROTC Building
firesafety@stjohns.edu
In Case of Fire
• Notify persons in the area
• Close the door as you exit
• Evacuate the building
• Pull the nearest fire alarm pull station on your way out
• Call Public Safety at one of the numbers below or 911

Public Safety: Queens 718-990-5252
Manhattan 212-277-5155
Staten Island 718-390-4487
Oakdale 718-374-1435

• Move 150 ft away from the building entrances
• Inform responders of location and description of fire (i.e., interior, exterior, gas, explosion, smoldering, raging, etc.)

Take Fire Alarms Seriously
• Evacuate immediately upon hearing the fire alarm
• Never ignore fire alarms
• Never wait to see or smell smoke

• Never stop to collect your personal belongings
• Always follow instructions from Fire Safety or Public Safety Officers

Getting Out
• Feel the door handle
  - If handle is NOT hot, open door cautiously
  - Check for smoke or fire before going out
• Close the door behind you
  - You may help keep the fire from spreading
  - You may protect your possessions from fire and smoke damage
• Get out of the building before phoning for help
  - Don’t take time to phone before leaving
• Pull the fire alarm pull station on your way out if it is in your exit path
  - Do not wander off from your most direct exit out to look for a fire alarm
  - Yell fire as you leave
  - Knock on doors as you leave

• Don’t search for other people or waste time gathering your belongings — LEAVE
• Don’t hesitate or stray from your path as you leave.
• Crawl low to the floor — there is less smoke and toxins there
  - Smoke will rise making it impossible to see when standing
  - Toxic chemicals in smoke when inhaled can be deadly in minutes
• Once out find a phone and call Public Safety at one of the numbers below or 911

Public Safety: Queens 718-990-5252
Manhattan 212-277-5155
Staten Island 718-390-4487
Oakdale 718-374-1435

• If the handle is hot, don’t open door
  - Go to window and call for help
  - Get someone’s attention
  - Yell and scream
  - Hang a sheet from window
  - Stay low — there is less smoke and toxic gases close to the floor
  - Wait — never panic or jump