## Fire Exit Plans For Your Place of Business

- 1. A fire evacuation plan should be worked out and given to each employee as well as posted in a prominent spot. Locations of fire doors and exits should be shown.
- 2. Keep an employee list handy. In case of fire one person should be assigned to take the list with him to account for everyone.
- 3. Have fire drills occasionally to see if your evacuation plans work.
- 4. Have the proper number and type of fire extinguishers in the right places. Seek the help of your local Fire Department to decide what you need.

## DON'T FORGET THE FIRE TRIANGLE!

To have a fire, you must have three things:

Fuel: Something to burn
Heat: From something hot
Air: To supply oxygen

If you take away any one of them, the fire will go out!