



Fire Safety Tips for Business

You've made a big investment in your business. Protect that investment and your employees by following this fire safety advice.

Building Identification Tips

In an emergency, every second counts! So that we can find you, but sure your building number is

- Facing the street named in your address.
- In plain, block numerals 6" in height, posted permanently on a contrasting background.
- Unobstructed, clearly visible from the road and in a conspicuous place.
- Display your address at your driveway entrance if the building is not close to the road or is not within view of the road.
- Do you know your exact number? If you are unsure of your building number, call the Department of Planning and Zoning at 410-313-2350.

Fire Safety Tips

Exits

- Keep all exits clear, unlocked and operable at all times.
- Be sure all emergency lighting and exit signs are working.

Access Box

- Consider installing a Access Box system . It allows emergency responders a rapid entry system into the business and reduces response time and property damage.

Storage

- Maintain proper aisle widths;
- Leave 18" clearance below your ceiling, and sprinkler heads.
- Practice good housekeeping.
- Remove trash on a regular basis.
- Store flammable liquids properly.

Heating

- Service and clean equipment on a regular basis.
- Keep all combustible materials at least 36" from heating and mechanical equipment.

Fire Protection

- Service and test detection, suppression, alarm systems and extinguishers on a yearly basis.



Arson Prevention Tips

■ Increase lighting at night

Eliminate any dark areas in and around your property. Install lighting in dark alleys or behind buildings. Consider using motion activated lights inside your building for additional protection.

■ Maintain accountability

Keep an eye on everyone in your building. Bring in extra help, if necessary, to monitor all areas of your business. Frequently check remote locations of your office. Train your employees to be watchful.

■ Report suspicious persons, findings, and packages

If you observe someone acting suspiciously in your building or if you discover something unusual, contact the Howard County Police Department at 911 without delay.

■ Eliminate inviting situations

Scrutinize the way your store is arranged. Eliminate areas where a person could hide or where a fire could develop without immediate detection. Consider installing mirrors to see around corners or displays. Remove obstructive barriers to give you a better view of the whole floor.

■ Inspect fire alarm and sprinkler systems

If you have a fire alarm or sprinkler system, be sure that it is working. Early detection and suppression are the best tools in controlling fires.

■ Verify insurance

Check to see that you are protected by adequate insurance coverage. Be honest in reporting the value of your building and its contents to your insurance company.

■ Don't take matters into your own hands

Arson investigation is a very complex and time-consuming procedure; leave it to the professionals. Your help is valuable and we encourage you to call our office with information at any time.



An ounce of prevention

The Howard County Department of Fire and Rescue Services is committed to providing fire prevention information for your safety. We believe that preventative education along with a professional commitment by our firefighters is your best defense against fire. If you have questions or would like more information about fire safety call or write the Office of the Fire Marshal.



Howard County
M A R Y L A N D

*Howard County Fire
and Rescue Services*

Office of the Fire Marshal
6751 Columbia Gateway Dr.
Columbia, MD 21046

410-313-6040

All Howard County offices may be called by individuals who use TTYs through the Maryland Relay Service 711