

# Emergency Preparedness in Apartments and Condominiums

## Make a plan

Emergencies can happen when you least expect them. That's why it is important to develop an emergency plan and prepare yourself and your loved ones. The Emergency Preparedness Action Plan for your household should:

- ✓ identify the building management's name and contact phone number; location of emergency exits and where to assemble if the building is evacuated;
- ✓ include information related to any special needs such as medical history and medications.

## Build a kit

Make sure to have these suggested items on hand and store them in a location where they can be easily located and reached by everyone in your home:

- ✓ food and water for all occupants and pets for at least 72 hours
- ✓ extra clothing
- ✓ a flashlight and radio
- ✓ Towel or sheet to hang out of a window or balcony to identify your location to emergency services
- ✓ copies of important documents including passports, bank account numbers, credit cards, health cards and photo IDs
- ✓ cash on hand
- ✓ cell phone or mobile device, with alternate battery, car charger or portable battery bank
- ✓ required medications and child care supplies

## Stay informed

Ontario's Emergency Public Warning System is a tool that provides timely and accurate information to Ontario residents, businesses and visitors during an emergency. The system allows Ontarians to receive three types of warnings – Red Alerts, Emergency Information Advisories and Tornado Warnings.

- ✓ Sign up for public alerting at [ontario.ca/beprepared](http://ontario.ca/beprepared)
- ✓ Follow @ontariowarnings on Twitter and [Facebook.com/emergencymanagementontario](https://www.facebook.com/emergencymanagementontario)

## Evacuation

If you must evacuate, follow the directions of building management and/or emergency personnel. **If you have time and it is safe to do so:**

- ✓ take your emergency survival kit
- ✓ turn off lights and appliances (except your refrigerator)
- ✓ lock your doors

# FIRE SAFETY FOR TOWNHOMES AND LOW-RISE BUILDINGS

## **FIRE SAFETY BEGINS WITH YOU!**

**Learn what to do** if a fire happens in your building!

**Know the fire safety features** in your building and the emergency procedures outlined in the building's fire safety plan!

**Know the locations** of all available exit stairs from your floor in case the nearest one is blocked by fire or smoke!



## **TOWNHOUSES ARE TO PREPARE THEIR OWN FIRE SAFETY PLAN, INCLUDING WHERE TO CONGREGATE ONCE THEY LEAVE THE PREMISES.**

### **TO STAY OR GO?**

Most of the time, the best thing to do in a fire is leave the building as soon as possible. But in some cases you may not be able to leave and you may have to stay in your apartment. **WHETHER YOU DECIDE TO STAY OR GO, YOU MUST ACT QUICKLY AND PROTECT YOURSELF FROM THE SMOKE.**

### **IF YOU DECIDE TO LEAVE THE BUILDING, WHEN YOU HEAR THE FIRE ALARM:**

- Feel the door to your unit before opening it. If it is hot, use another way out. If it is cool, leave the building immediately, using the closest stairway. **Close all doors behind you.**
- **DO NOT** use the elevator.
- If you encounter smoke in the stairway, use another stairway.
- If you vacate the building and find that the weather is too bad to stand outside, you can congregate in the lobby of the other low-rise building.
- If this is not an option, return to your unit, or seek shelter in another unit.
- Call **9-1-1** and let them know where you are.

### **IF YOU CAN'T GET OUT OF YOUR UNIT OR YOU DECIDE TO STAY IN YOUR UNIT:**

- Stay in your apartment until you are rescued or until you are told to leave.  
*This may take a long time.*
- **DO NOT** try to leave your apartment a long time after the alarm has sounded. The longer you wait, the more risk there is that heavy smoke will have spread into stairways and corridors. Your chances of survival are less.
- Keep smoke from entering your apartment. Use duct tape to seal cracks around the door and place wet towels at the bottom. Seal vents or air ducts the same way.

### **IF SMOKE ENTERS YOUR APARTMENT:**

- Call 9-1-1 and tell them where you are and then move to the balcony. Close the doors behind you.
- If you don't have a balcony, go to the most smoke-free room, close the door and seal it with tape and towels. If necessary, open the window for fresh air. Show emergency personnel where you are by hanging a sheet from the window or balcony.
- Keep low to the floor where the air is cleaner.
- Listen for instructions from authorities.

**FOR MORE INFORMATION CONTACT YOUR LOCAL FIRE DEPARTMENT OR VISIT [ONTARIO.CA/FIREMARSHAL](https://ontario.ca/firemarshal)**

**Office of the Fire Marshal  
and Emergency Management**  
[ontario.ca/firemarshal](https://ontario.ca/firemarshal)