

APPENDIX A

These pages to be given to rental unit occupants and reviewed with new tenants to ensure they are aware of the building's fire safety planning.

Emergency Procedures for Occupant

Upon discovery of fire:

- Leave fire area immediately and close doors
- Sound fire alarm
- Leave building via nearest exit
- Call Halifax Regional Fire and Emergency at 9-1-1
- If available, brief superintendent of the problem

Upon hearing the fire alarm:

- Leave building via nearest exit
- Close doors behind you

CAUTION: IF YOU ENCOUNTER SMOKE – USE ALTERNATIVE
EXIT ROUTE

Smoke Alarm Maintenance Information for Tenants

The Nova Scotia Fire Safety Act requires that every place of residence have smoke alarms installed and kept in working condition. Smoke alarms are very important for the safety of you and your neighbours by giving early warning of fire. Your landlord is responsible for installing smoke alarms and keeping them in working condition, including testing, repairs and replacement as necessary. Your landlord must also act to correct any problem or concern you report about the operation of your smoke alarm.

**Your residence has been provided with a smoke alarm that is
battery operated or permanently connected to an electrical circuit.**

For your protection, you are encouraged to take part in ensuring that the smoke alarms are operational and to co-operate with the landlord in carrying out the necessary testing and maintenance.

Here are some steps that you can take:

- Notify the landlord if the “power on” indicator goes out (on electrically wired smoke alarms) and arrange for appropriate repairs.
- Notify the landlord if the smoke alarm is damaged and make arrangements for the repair or replacement of the unit.
- Notify the landlord of any electrical problems that may affect the operability of electrically wired smoke alarms.
- Contact your local fire department if you have serious concerns about the operability of your smoke alarm or any other fire safety matters in your building.

The Fire Code specifies that “no person shall intentionally disable a smoke alarm so as to make it inoperable”.

A tenant or any other person who intentionally disables a smoke alarm is guilty of a provincial offence and may be subject to a fine.

For your safety and the safety of other residents, tenants should:

- Avoid unsafe cooking practices, deep fat frying, unattended stoves, loosely hanging sleeves
- If a smoker; engage in safe practices
- Clean out clothes dryer lint collector before and after each use
- Do not use unsafe electrical appliances, frayed extension cords, overloaded outlets or lamp wiring as permanent wiring
- Know the fire alarm signal and how to safely evacuate the building
- Report any fire hazard to supervisory staff
- Notify the superintendent of any special assistance that you may require to evacuate the building