This Fire Safety Checklist is intended as a guide for assessing measures that can be taken to prevent fire. Checking an item “No,” could indicate an area in need of attention.

This checklist is intended for use as an aid only and is not all-inclusive. Please contact Rutgers Fire Safety at (732) 445-5326 for more information.

Planning Ahead

Are there two exits from every room in your home? ..............................................................Yes ☐ No ☐
Are exit routes kept clear? ........................................................................................................Yes ☐ No ☐
Do you know how to quickly notify your local fire department? ........................................Yes ☐ No ☐
Does your home have working smoke detectors on every floor and in or near all bedrooms? .........................................................................................................................Yes ☐ No ☐
Do you change the batteries in your smoke detectors twice a year (The start and end of Daylight Savings time is an easy way to remember.) ........................................Yes ☐ No ☐
Have you conducted a fire drill? .....................................................................................Yes ☐ No ☐

Safe Smoking Habits

Is smoking in bed prohibited in your home? .........................................................................Yes ☐ No ☐
Do you make sure that cigarette butts, cigar ends, and pipe ashes are completely extinguished before they are placed in the garbage can or dumpster? ........................................Yes ☐ No ☐
Are matches and lighters kept out of reach of children? ......................................................Yes ☐ No ☐

Furnaces, Heaters, Stove/Oven, Hot Plates

Are furnaces, stoves, and stovepipes kept in good repair and located far enough away from combustible walls and ceilings so that they do not create a hazard? ....................Yes ☐ No ☐
Are portable space heaters properly maintained and kept at least three feet from people, curtains, bedding, or furniture? .................................................................Yes ☐ No ☐
Are portable space heaters and hot plates turned off and unplugged when you leave the room, your home, or when you are sleeping? .........................................................Yes ☐ No ☐
Do you have an annual inspection of your heating system? It should be cleaned and checked every year..........................................................................................................Yes ☐ No ☐
Do you keep curtains, sleeves, potholders, food packages, etc., away from the stove when cooking? ........................................................................................................Yes ☐ No ☐
Do you turn off the oven and/or stove when you are finished using it? ............................Yes ☐ No ☐
Electricity

Are electrical cords in good condition – no cracks or fraying? ...................................................Yes □ No □

Do you take care that extension cords are never run under rugs, over doorways, or hooked over nails? .........................................................................................................................Yes □ No □

Do you avoid using extension cords whenever possible?......................................................................Yes □ No □

If necessary, do you use properly sized extension cords? (High-wattage appliances require heavy-duty cords.) ..................................................................................................................Yes □ No □

When the breaker “trips” or a fuse blows, do you investigate WHY it happened? Do you remove excess appliances from a breaker circuit that frequently “trips”?.................Yes □ No □

Is the correct size fuse (20 amps for lighting circuits) in each socket in the fuse box? (If you don’t know the correct size, contact your landlord.) .................................................................Yes □ No □

Is your TV well-ventilated? Allow air space around the TV and other appliances to prevent overheating. ..................................................................................................................Yes □ No □

Fireplaces

If you have a fireplace, do you utilize a fireplace screen to prevent sparks from igniting items? ...........................................................................................................................................Yes □ No □

Are combustible materials (rugs, fire starters) kept far enough away that sparks cannot ignite them?........................................................................................................................................Yes □ No □

Has your chimney been inspected and cleaned within the last year? ....................................................Yes □ No □

Other Hazards

Do you keep garbage, piles of paper, empty boxes, etc. cleaned out of the attic, basement, closets, garage, and yard? ..................................................................................................................Yes □ No □

Do you keep items stored away from the furnace/heater? .................................................................Yes □ No □

Are gasoline and other flammable liquids stored in safety cans, and kept well away from both heat and children? Keep flammable liquids (including propane) stored outside away from the house in a separate storage building. Do not fill a hot lawn mower or other motor; let it cool first. ..................................................................................................................Yes □ No □

Do you extinguish candles, incense, or other scent devices when you leave the room, your home, or when you are sleeping? .............................................................................Yes □ No □

Is there a carbon monoxide detector near bedrooms or sleeping areas? ............................................Yes □ No □