



Holiday Fire Safety Checklist for **Community Association Members**

1. FIRE SAFETY INSPECTIONS FOR COMMON AREAS

- Inspect all holiday lights for frayed wires or broken sockets before installation.
- Position holiday lights away from flammable decorations and ensure secure installation.
- Avoid placing candles in common areas. Use only battery-operated alternatives if needed.

2. ACCESSIBLE FIRE EXTINGUISHERS AND EMERGENCY BILLS

- Confirm all fire extinguishers are fully charged, up to date, and easily accessible.
- Clearly mark all emergency exits, ensuring they're unobstructed and unlocked.

3. FUNCTIONAL SMOKE DETECTORS AND SPRINKLERS

- Check that all smoke detectors and sprinkler systems are working correctly.
- Schedule routine maintenance for these devices to keep them in reliable condition.

4. COMMUNITY FIRE DRILL AND EVACUATION PLAN

- Post clear evacuation maps in all common areas for easy resident access.
- Share reminders in newsletters or at meetings about emergency exits and fire extinguisher locations.
- Organize a refresher on fire extinguisher use for interested residents.

5. OUTLOOK FIRE SAFETY

- Regularly inspect and clean fire pits, grills, and outdoor fireplaces to prevent buildup of flammable debris.
- Ensure that all users are aware of safety guidelines and that these areas are monitored, particularly during community gatherings.

5. FIRE INSURANCE AND CODE COMPLIANCE

- Review fire insurance policies to confirm they're current and include holiday-related risks.
- Check that all areas comply with local fire safety codes and make updates if necessary.