

PLEASANT STREET CONDOMINIUM
FIRE AND SAFETY POLICY AND PROCEDURES

FIRE PREVENTION:

There are sophisticated fire prevention systems in your building. There are smoke detectors in every unit as well as carbon monoxide detectors. Tampering with smoke-alarms, CO detectors, fire extinguishers and other emergency equipment in or around our community **is strictly prohibited**. Anyone who disregards fire regulations creates an extremely hazardous situation. To safeguard yourself, your family and neighbors, please read the following guidelines:

TO AVOID A FIRE:

- Be cautious with matches and smoking materials and keep these items out of reach of young children.
- Do not smoke in bed.
- Keep curtains, mops, brooms, clothing and other flammable materials away from range burners or similar heat conductors.
- Do not collect rubbish, such as old papers and clothes, broken furniture, rags or paint cans.
- Never store propane tanks for gas barbecues, gasoline or other flammable liquids in your apartment or elsewhere in our community.
- Keep electrical equipment in good working order. Do not use loose sockets or items with frayed cords or loose plugs.
- Do not air smoke from burnt food items in to the hallways. Open windows and turn on the fan above the stove and in bathrooms.
- Do not overload an outlet with too many plugs.
- Do not leave papers, trash or belongings in hallways.
- Do not store items in the mechanical closet. It is against the rules.
- Management highly recommends keeping a small fire extinguisher in your condo in case of an emergency.

FIRE EVACUATION PROCEDURE:

The Pleasant Street Complex is equipped with a sophisticated fire alarm system, which will only sound if there is a concern of smoke or heat. When the system is activated, an alarm will sound throughout the building. Each building has it's own standalone fire alarm system. All owners are encouraged to follow the evacuation plan every time the fire alarm system is activated. Residents *must* follow the following procedures each time the alarm sounds:

- DO NOT PANIC.
- Wear clothes and shoes at all times.
- Exit the building by the stairwell closest to you.
- DO NOT USE THE ELEVATOR.
- DESIGNATED SAFETY AREAS-
 - If you are exiting building 157-165-173- the designated safety area is the center courtyard in front of Building 165 entrance.
 - The designated safety area for the disabled is at the courtyard, closest to the sidewalk, on the flat patio area with benches.
 - If there is inclement weather (rain, snow or freezing weather) you may enter the lobby area of building 165 while the fire dept. is solving the issue. **YOU MAY ONLY ENTER BUILDING 165 IF THE ALARM IS NOT SOUNDING IN THAT BUILDING.**
- Do not attempt to re-enter your building unless instructed by the fire department.

The Management Company will send out explanations regarding the cause of the fire alarm to all unit owners on the next business day. If you have any questions about the Fire alarm policy please contact the Management office at 617-495-7033 or at fres@harvard.edu