

Housing Management Resources Resident Fire Safety

Cooking safety is very important because cooking-related fires continue to be a leading cause of fires in people's homes. Practicing safe cooking behaviors can help keep you and your family safe.

- **Never leave your range or cooktop unattended while cooking.** If you have to leave the room, turn your range or cooktop off. Unattended cooking is the leading cause of kitchen fires.
- **Never over heat cooking oil or fats.** Oil and fats can ignite and catch fire at high temperatures on the cook top or in the oven
- **Wear short, close-fitting or tightly rolled sleeves.** Loose clothing can hang down onto hot surfaces and can catch fire if it comes in contact with a gas flame or electric burner.
- **Keep your cooking area clean and free of combustible materials.** Food wrappers, paper towels, oven mitts or other materials left on or near the stove may catch fire.
- **Be sure to clean up any spilled or splattered oil and grease.** Built-up grease can catch fire in the oven or on the cooktop. Ovens and cook tops should be cleaned on a regular basis to prevent fires and to promote proper operation of the appliance.
- **Never throw hot grease in the garbage as it can ignite combustible materials.** Be sure to let grease cool and dispose of it in a metal or glass can or jar.
- **Do not store any items in your oven.** It can be easy to forget there is an item in your oven, and this could catch fire while preheating. This includes food, all paper products, pots and pans with plastic or rubber handles, and pans containing grease.

What to Do If a Cooking Fire Flares Up

By exercising caution at all times in your kitchen, you can help reduce the risk of a kitchen fire. But if a fire does start, these steps can help you to safely resolve the issue.

- **Your safety should always come first.** If you are unsure about whether it is safe to fight the fire, leave the scene, call 911 for help, and let the fire department control the fire.
- **If a small fire flares up and you are going to attempt to extinguish it, call 911 for help first.** A fire may grow out of control more quickly than you anticipate. It is safer to have help already on the way.
- **Two fire stops have been installed in the hood range over the cook top.** The fire stops are in place to help extinguish any fires that start on the cook top. There will be one fire stop on the left and right side of the hood range, they should not be removed at any time by the resident. When a fire starts on the cook top the fire stop will deploy fire retardant that will put out or knock down the flames of the fire.
- **Do not remove pots or pans from cook top if a fire occurs.** All range hoods have fire stops installed that will help put out a fire on the cook top. If the pan is removed the fire stops will not be able to help put out the fire.

- **Smother a grease or oil fire – Never throw water on a grease fire and never remove the pan from the burner.** The super-heated water can change to steam, and can cause severe burns. Oil also can splash and spread the fire. If a grease fire starts in a pan, smother the flames by sliding the lid – while wearing an oven mitt – over the pan. If safe to do so, turn off the heat source. Do not move the pan, and keep the lid on until the fire is out and the pan is completely cool.
- **If a fire starts in your oven, keep the door closed and turn off the heat source.** Keeping the door closed will help smother the flames. Do not open the door until the flames are completely out.
- **If a fire starts in your microwave, turn off the microwave and do not open it until the fire is completely out.** Unplug the microwave only if you can safely do so.
- **Never turn on an overhead fan during a grease fire.** The fire and smoke would be carried through the vent and set the whole building on fire.
- **Report all fires to the site manager or main office.** All fires must be reported immediately, if the office is closed the fire must be reported to the emergency maintenance on call line.

If you have any other questions please feel free to reach out to your manager or the main office and we would be happy to discuss any concerns you might have.

I/we agree to follow the safety measures in the above fire safety policy.

Signature

Date

Signature

Date

Signature

Date

Signature

Date



96-98 King Street
16C North Maple St
Florence, MA 01062
Phone: 413-570-4916
TTY: 1-800-439-2370
Fax: 413-570-4921

Notice of Insurance Smoke Detector and Drug Policy

Insurance Acknowledgement

We Strongly recommend renter’s insurance coverage; a few dollars a month could save you thousands later!

The undersigned acknowledges receipt of the following information:

- 1. The importance of renter’s insurance is to cover your personal property in case of theft, fire, flood, or any other incident/natural disaster that may occur without warning.
- 2. Landlord is not responsible for replacing personal property of the resident.
- 3. Landlord’s insurance does not provide coverage for personal belongings of the resident.
- 4. Landlord’s insurance does not provide liability coverage for the acts or omissions of the resident. In fact, resident must pay all costs of repair if damages are due to negligence of the resident(s), guest(s), or family member(s).

Smoke Detector Policy

This policy is designed to further clarify the Tenant(s) responsibility under the Lease Agreement in which the Tenant(s) agree to give the Landlord written notification of needed repairs.

The Tenant(s) will periodically check the smoke detector(s) in the unit designated in the initial lease agreement and will notify the Landlord in writing of the fact that a smoke detector needs to be repaired or replaced. The Tenant(s) is responsible for replacing the batteries in the battery operated smoke detector(s) during the term of the lease.

The Tenant(s) acknowledges and understands that a smoke detector is a valuable safety device, designed to save lives in the event of fire, by warning occupants of excess smoke in the unit. The Tenant(s) also acknowledges a clear understanding of how to test the smoke detector(s) in the unit.

Drug Free Housing Policy

In consideration of the execution or renewal of a lease of the dwelling unit identified in the lease, Management and Resident agree as follows:

Resident, any member of the Resident’s household, guest, or other person under the Resident’s control **shall not engage in criminal activity, including drug-related criminal activity**, on or near property premises. “Drug-related criminal activity” means the illegal manufacture, sale, distribution, or use, or possession with intent to manufacture, sell, distribute, or use of a Controlled Substance 21 U.S.C. 802.

- 1. Resident, any member of the Resident’s household, guest, or other person under the Resident’s control **shall not engage in any act intended to facilitate criminal activity**, including drug-related criminal activity, on or near property premises.
- 2. Resident or members of the household **will not permit the dwelling unit to be used for, or to facilitate, criminal activity**, including drug-related criminal activity, regardless of whether the individual engaging in such activity is a member of the household or a guest.
- 3. Resident or members of the household **will not engage in the manufacture, sale, or distribution of illegal drugs at any location**, whether on or near the property premises or anywhere else.
- 4. Resident, any member of the Resident’s household, guest, or other person under the Resident’s control **shall not engage in acts of violence or threats of violence**, including, but not limited to, the unlawful discharge of firearms on or near property premises.
- 5. VIOLATION OF THE ABOVE PROVISION SHALL BE A MATERIAL VIOLATION OF THE LEASE AND GOOD CAUSE FOR TERMINATION OF TENANCY. A single violation of any of the provisions of this policy shall be deemed a serious violation and a material noncompliance with the lease. It is understood and agreed that single violation shall be good cause for termination of the lease. Unless otherwise provided by law, proof of violation shall not require criminal conviction, but shall be by a preponderance of the evidence.

Head of Household Signature

Date

Owner/Agent Signature

Date

