

Close the Door to Stop a Fire from Spreading



Apartment doors and hallway doors are required by law to swing closed and latch by themselves after being opened (self-closing) so that in the case of a fire no one needs to remember to close the door to trap the fire and smoke and stop it from spreading.

Doors that stay open allow fire and smoke to spread to hallways and other apartments! Self-closing doors should never be blocked from closing all the way.

Property owners and tenants can prevent a fire from spreading by making sure apartment and public hallway doors are operating properly. Property owners should check self-closing doors periodically and must make prompt repairs to door closing mechanisms or defective doors and door frames.

Tenants should not tamper with self-closing doors by propping doors open with objects, taping the latch, using wood wedges or kick-down door stops, or overriding the closing device.

How to Make Sure Self-Closing Doors Are Operating Properly

Test it! Unless a door is visibly damaged, you will not know if it is operating properly until you test it.

1. Does the door swing fully shut and close completely after being opened fully?
2. If there is a latch, does it engage?
3. Note any underlying condition or obstruction that prevents the self-closing door from operating properly:
 - Door needs refitting – there is a large gap at the bottom of the apartment door
 - Defective closing mechanism
 - Device or item holding, or capable of holding, the door open
4. Is there any damage to the self-closing mechanism?
5. Are the hinges intact, or are they loose or missing?

When testing a door with an overhead closer, open the door as far as possible to check for any hold-open mechanism.

More information on the other side.

Your Responsibilities as a Property Owner

As a property owner, it is your responsibility to ensure the safety of your tenants. Make sure you are aware of these fire safety rules:



Self-Closing Doors

All residential buildings with 3 or more apartments must have self-closing doors. Ensure your tenants are aware to periodically check that apartment doors are self-closing and free of obstruction and know who to contact for necessary repairs. Repairs must be made quickly.



Smoke and Carbon Monoxide Detectors

Smoke detectors and carbon monoxide detectors must be provided and installed in apartments.



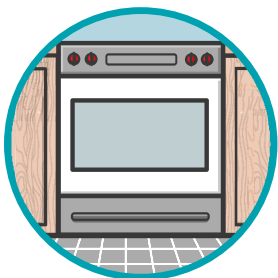
Fire Escape Plan

Ensure you post fire escape plans inside every apartment door, common areas and distribute them to each unit, to new tenants and annually during Fire Prevention Week in October.



Clear Exits

Make sure exits are clear of obstacles including fire escapes, hallways, and all building entrance doors, including roof doors. Only approved security gates that open without a key may be installed on fire-escape windows or secondary grade level exits.



Stove Knob Covers

Provide stove knob covers for gas powered stoves where a child under the age of six resides upon request by tenants. Stove knob covers must also be provided to any household that requests them.