



In the event of a fire emergency in your residence, residents are encouraged to follow the steps below:

1. Isolate the fire by closing doors. Close all doors behind you as you evacuate if the fire is located in your apartment.
2. If unable to evacuate your residence, see refuge on exterior balcony and call 911.
3. Call 911 and if possible, use call box at the elevator to notify the fire company. After doing so, call the office number 717-581-3838 to reach the person on call.
4. Evacuate the building using the closest stair tower. Note that in the event of a fire, do not use elevators. If the closest stair tower is blocked by fire, use the secondary stair tower at the other end of the building to exit.
 - Do not waste time collecting personal property.
 - If smoke is present, crawl low where the air is fresher and cooler.
 - No one should reenter the building after evacuation without fire department approval.

In the event of a fire emergency NOT in your residence, residents are encouraged to follow the steps below:

1. When the fire alarm is activated, remain in your residence. Place the back of your hand to the hallway door, if the door is hot to the touch, please call 911. State where you are calling from and what residence number. Proceed to your balcony so that the Fire Department can locate you and anyone else in your residence safely.
2. When the fire alarm is activated and the door is NOT hot to the touch, you may open your hallway door to verify if there is any smoke in the hallway, or if any of your neighbors may need help. Still remain in your residence until further guidance from the Fire Department, i.e., report to the stairwells for full building evacuation.

Fire extinguishers are for life saving purposes only. To use a fire extinguisher, remember PASS.

Pull – pull the pin

Aim – aim at the base of the fire

Squeeze – squeeze the handle to discharge

Sweep- sweep across base of fire