


SOG 2021-001	Standard Operating Guideline (SOG) Smoke Alarm Policy	Page 1 of 5
	Cumberland County Fire Chief's Association	REFERENCES: <i>NFPA-72, NFPA-1035, NFPA-1730</i> FORMS: (1) <i>Home Safety Risks Assessment Form</i> (2) <i>Service Acknowledgment Form</i>
Smoke Alarm Policy		
<i>APPROVED BY: CCFC Board of Directors – Freddy L. Johnson Sr. - President</i>		EFFECTIVE: March 1, 2021

PURPOSE:

This policy is to help increase awareness in our communities about the life-saving benefits of smoke alarms. The Cumberland County program encompasses un-incorporated and municipal fire protection districts and partners with the Cumberland County Board of Education and other civic organizations by providing a county-wide platform to share when available free smoke alarms and fire safety materials within the various fire districts.

1.0 SCOPE:

- A. This policy is established February 2021.
- B. Applies to residential dwellings located within the un-incorporated areas of Cumberland County or a municipal contractual service area and serviced by a County Fire Department.
- C. This policy provides an outline of how smoke alarms will be distributed to Cumberland County Fire Departments to reduce injuries and deaths resulting from fire in homes with defective smoke alarms or no smoke alarms at all.

2.0 SPECIFIC:

- A. The smoke alarms distributed by the Fire Marshal's Office have been/will continue to be acquired by various fire prevention grants, programs, and donations. Departments are also urged to obtain smoke alarms through the various available public safety agencies smoke alarm grant programs.

3.0 GUIDELINES:

- A. A limited number of smoke alarms will initially be distributed to each Cumberland County Fire Department.

- B. When a smoke alarm is installed at a residence within your jurisdiction, the following forms shall be completed and turned back into the Fire Marshal’s Office to receive a replacement of any smoke alarm(s) installed (When smoke alarms are available).
 - a. Completed Smoke/CO alarm install Form via digital format on ArcGIS (or) Paper install form when technology issues occur.
 - b. Completed Home Safety Risk Assessment
- C. Once the above listed forms are submitted, The Fire Marshal’s Office will distribute additional smoke alarms back to your department. (When alarms are available)
- D. Smoke alarms shall not be given out to the public without the department performing the install and completing a Smoke/CO alarm install form.

Don't Wait — Check the Date!
Replace Smoke Alarms Every 10 Years

Age matters when it comes to your smoke alarms.
Check the manufacture dates on your smoke alarms today!

- Remove the smoke alarm from the wall or ceiling.
- Look at the back of the alarm for the date of manufacture.
- Smoke alarms should be replaced 10 years from the date of manufacture.
- Put the alarm back on the ceiling or wall if it is less than 10 years old.

1 A closed door may slow the spread of smoke, heat and fire.

2 Test smoke alarms at least once a month by pushing the test button.

3 Install smoke alarms in every bedroom, outside each separate sleeping area, and on every level of the home, including the basement. Larger homes may need more alarms. For the best protection, make sure all smoke alarms are interconnected. When one sounds, they all sound.

4 If the smoke alarm sounds, get outside and stay outside. Go to your outside meeting place. Call the fire department from a cellphone or a neighbor's phone. Stay outside until the fire department says it's safe to go back inside.

For more information about smoke alarms, visit usfa.fema.gov and www.nfpa.org.

Click here to add image.

U.S. Fire Administration | FEMA | NFPA

Hear the **BEEP** where you **SLEEP**

Every Bedroom Needs a Working Smoke Alarm!

Half of home fire deaths happen between 11 p.m. and 7 a.m., when most people are asleep.



Install smoke alarms in every bedroom, outside each separate sleeping area, and on every level of the home, including the basement. Larger homes may need more alarms.

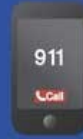
For the best protection, install interconnected smoke alarms in your home. When one sounds, they all sound.



Test alarms at least once a month by pushing the test button.



Some people, especially children and older adults, may need help to wake up. Make sure someone will wake them if the smoke alarm sounds.



Call the fire department from a cellphone or a neighbor's phone. Stay outside until the fire department says it's safe to go back inside.



Replace all smoke alarms when they are 10 years old or if they do not sound when tested.



When the smoke alarm sounds, get outside and stay outside. Go to your outside meeting place.

www.usfa.fema.gov
www.nfpa.org

Click Here to Add Image





Home Safety Risk Assessment

Address:	Date:

Address Identification

Are address numbers posted on the front of the residence, facing the road?

Are address numbers visible from the road?

Are address numbers a minimum of **6 inches** in height with a *stroke width of **3/4 inches** (*Stroke Width determines the boldness of each number)?

Are address numbers contrasting in color from the background surface (i.e., House, Bricks, sign).

Exterior Inspection

Is the residence free of **combustible vegetation** and **other combustibles** against the structure?

Are **Ramps** and **stairs** clear and free of combustibles and other exit obstructions?

Is the electrical service **weather head** adequately secured to the structure? Is the **electrical service panel** free of combustibles within 5ft?

Interior Inspection

• Electrical inspection

Do all the electrical outlets have electrical **outlet covers**?

Appliance and extension cords

Are all appliance and extension cord free from fraying, splicing, and damage?

Are Appliance and extensions cords protected from physical damage?

No appliance or extension cords traveling under rugs, doorways, or through walls.

Is the electrical Panel free of open circuits (**knock out spacers missing**)?

Cooking Safety

Does Residence have a minimum of **one 2:A 10: BC** Fire Extinguisher?

Is the Fire Extinguisher gauge showing in the "**GREEN**" Indicating (in service)?

Has Homeowner considered purchasing a "**Fire Stop**" **Range suppression canister** or similar device for cooking fires? <https://stovetopfirestop.com/product/rangehood/>

Does homeowner know how to **extinguish a Grease cooking fire** utilizing safe methods of extinguishment?

Does homeowner know how to extinguish a cooking fire in the **oven and microwave**?

Evacuation plan

Does the residence have an established **evacuation plan** with a **meeting location**?

If more than 1 story, does occupant have an **escape ladder** or upper story Evacuation plan?

Does caregiver or homeowner have an evacuation plan for **patients not capable of self-preservation**?

Do all the occupants know to evacuate immediately if a fire occurs and **contact 911** to report the emergency from a neighbor's house or other communication device outside of the residence?

- **Smoke Alarms and CO Alarms**

Does the home have **smoke alarms** located in each **sleeping room**, outside of the **cluster of sleeping rooms**, and **on each level** of the home?

Does the home have a **Carbon Monoxide alarm** installed on each level of the home?

Do homeowners **change smoke alarm batteries** every spring and fall with the time change?

Is homeowner aware of smoke alarm and Carbon Monoxide **expiration dates**?

- **Disaster Preparedness:**

- **Recommended Items to Include in a Basic Emergency Supply Kit:**

Water, one gallon of water **per person** per day for **at least three days**, for drinking and sanitation Food, **and a 72-hour supply of all medications needed.**

at least a **three-day supply** of non-perishable food

Battery-powered or hand crank radio and a NOAA Weather Radio with tone alert and extra batteries for both Flashlight and extra batteries

First aid kit

Whistle to signal for help

Dust mask, to help filter contaminated air

Moist towelettes, garbage bags and plastic ties for personal sanitation

Wrench or pliers to turn off utilities

Manual Can opener for food (if kit contains canned food) Local Maps

The provided Home Safety Risk Assessment is to serve as a guide to ensure safe practices are achieved within the residence. The homeowner by receiving this form understands that the Cumberland County Fire Marshal's office, Cumberland County Fire Chiefs Association, or any delegated personnel are **NOT** responsible for items **NOT** discovered or addressed.

Please see attached Red Cross Service Acknowledgment Form & the Cumberland County Waiver Form

Did the client provide contact info? *	Yes / No	Email Address
Cell Phone Number		Other Phone Number
Administrative Section		
Has this record been entered into the online portal? * Yes <input type="checkbox"/> (Please check after data above is entered into online portal not during in-home visit)		
If data has been entered into the online portal, what date was it submitted? _____ / _____ / _____		



SMOKE ALARM

For Assistance Call (910) 321-6736

SMOKE/CARBON MONOXIDE ALARM & BATTERY WAIVER FORM AND SURVEY Waiver Form

Dear Occupant,

This smoke alarm and/or carbon monoxide alarm has been installed for you at no cost. Smoke and carbon monoxide alarms are used as an early warning device to alert the occupants in the event of a fire emergency or carbon monoxide concentration increase. Batteries for these devices are a key component and should not be taken out of the smoke or carbon monoxide alarm for any reason. We have installed 10-year tamper resistant smoke alarms in your home.

The Fire Department and the person installing your smoke and/or carbon monoxide alarm are in no way making any representation that the smoke and/or carbon monoxide is for particular purpose. The manufacturer provides the warranty, if any, for the smoke and carbon monoxide alarm, and/or battery.

By accepting this smoke alarm, carbon monoxide alarm, and/or battery, you agree to hold the person providing you with and/or installing this smoke alarm, carbon monoxide alarm, and/or battery and the Fire Department of Cumberland County, its employees, elected officials, agents and successors harmless from any and all actions, claims or demands from damages concerning any malfunction of any defect in the smoke alarm, carbon monoxide alarm, and/or battery which you or your invitees may have against the Fire Department, its employees, elected officials, agents and successors for any injury or alleged injury (including death) to any person or any damage or alleged damage to property arising from the installation of the smoke alarm, carbon monoxide alarm, and/or battery. You further understand that it is your responsibility to properly install (if not so provided) and maintain this smoke alarm, carbon monoxide alarm, and/or battery according to the manufacture's recommendation.

To assure the proper operation of this smoke alarm and/or carbon monoxide alarm, you should follow these tips:

To assure the proper operation of this smoke alarm and/or carbon monoxide alarm, you should follow these tips:

1. Replace the batteries (if not 10-year) twice a year. If you choose the times you change your clock you may not forget. Make it a family affair so the kids will remember the importance of the alarm.
2. Test your smoke alarm and/or carbon monoxide alarm once each month. Testing involves pressing the button located on the face of the alarm. The alarm will emit a short warning sound to let you know it is operating properly.
3. Check the manufacture's recommendations for smoke alarms and/or carbon monoxide alarm replacement.
4. Follow the manufacturer's recommendation on the maintenance of your smoke alarm and/or carbon monoxide alarm.
5. Never remove a battery except to replace it with a new one.
6. Have and practice an escape plan from your home.
7. Do not paint the cover of the smoke alarm and/or carbon monoxide alarm Vacuum the cover to avoid dust build-ups
8. Read and follow the instructions on any literature that accompanies the smoke alarm and/or carbon monoxide alarm.

Occupant Signature

Fire Department Representative

1. Station Number: _____
2. Shift: _____
3. Occupant's First and Last Name: _____
4. Address of Install: _____
5. Phone Number: _____
6. Type of Residence: _____
7. Is the Occupant a Renter or Homeowner? _____
8. Number of Levels in the Home: _____
9. How many people live in the home? _____
10. How many members are younger than 17? _____
11. How many members are older than 65? _____
12. How many members of the home have disabilities? _____
13. Does the home need a Bed Shaker Alarm? _____
14. How many smoke/ CO Alarms were in the home before you installed new alarms? _____
15. How many of the current alarms functioned properly? _____
16. Why did the alarms not work? _____
17. How many new alarms did you install? _____
18. How many new batteries were installed? _____
19. What safety info did you leave with the occupant? _____
20. Is there a source of Carbon Monoxide? _____
21. Did you install a CO Alarm? _____
22. Date and Time Completed: _____