

The Enclave Condominium Association, Inc.

Fire and Emergency Procedures*

In the event of a fire what would you do?

Note: if there is a fire in the building, the alarms on the level of the fire, above the fire, and below the fire will sound. (The smoke detectors in your unit do not trigger the building's system.)

Call the FIRE DEPARTMENT – IMMEDIATELY – Phone Number 911.

Give the LOCATION of the fire: 3851 Boardwalk, Atlantic City, New Jersey

TO WHERE: which floor / which unit number

DO NOT attempt to fight the fire before calling for help, you may be wasting precious time which could be fatal.

If time permits, call The Enclave Front Desk. Leave your apartment with the DOOR CLOSED AND UNLOCKED.

DO NOT use elevators. When there is a fire the elevators are automatically removed from service for FIRE DEPARTMENT USE. Emergency Lights are in both stairwells and in the garage.

There are two stairwells for every floor, one at either end of the hallway. A mechanical fresh air system in the stairwells pumps fresh air into the stairwells in case of a fire. This allows residents to use the stairtower safely while exiting.

When you hear the Fire Alarm DO NOT remain in your apartment. Without opening the door, touch the doorframe.

If the door or door frame is hot:

1. Fill a tub with water.
2. Put wet towels against the bottom of the door to keep smoke out.
3. Open a window for air; if there is smoke close to it hang a sheet out of your window so the FIRE DEPARTMENT can see where you are.
4. Make sure flames from another window cannot reach it. Stay near the open window, the FIRE DEPARTMENT will give instructions by intercom, by bullhorn, by door to door.

REMEMBER... smoke rises... the best air is near the floor. If there is heavy smoke in the corridor, keep the door closed. Seal cracks around the door with wet towels and any places where smoke appears to be entering.

If smoke enters your unit, open the windows to relieve smoke laden air. If smoke becomes thick, remain close to the floor.

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If the door or door frame is NOT hot:

Leave your unit. Leave your door closed and UNLOCKED. Go immediately to the stairwell and evacuate the building in an orderly manner. Do not hold the stairwell door open for those following as smoke can enter the stairwell. If you are unable to use the stairs because of a handicap (see below), wait on the stairwell platform for assistance.

IMPORTANT PRECAUTIONS BEFORE A FIRE OCCURS

If there is an INVALID OR DISABLED person in your apartment who needs help to escape, be sure to INFORM our office and the Front Desk. The Management will keep the list up to date and make sure the FIRE DEPARTMENT has the latest list.

FOUR (4) MINUTES OF EXPOSURE TO SMOKE CAN CAUSE IRREVERSIBLE BRAIN DAMAGE.

KEYS to all locks to your apartment must be available for emergency rescue. NJ State Supreme Court upheld the landlord's right to have keys. More important, IT COULD SAVE YOUR LIFE. If your key is not on file at our office, The FIRE DEPARTMENT will smash down your door if entry is required. Please take the time to make sure a copy of your key is at the Management Office.

Remember! NEVER USE WATER TO PUT OUT A GREASE FIRE!

If you burn toast, open the window and let it dissipate. Otherwise it will set off the Smoke Alarms.

DO NOT stand under a smoke alarm when smoking cigars, pipes and cigarettes.

To Report a Fire Dial 911
For Ambulance Dial 911
For Police Dial 911
For Security Dial 347-0400 ext. 1

* Approved by City of Atlantic City Fire Inspector Hicks 10/03/01 (by phone)