



## We Care About Your Safety

### Exterior

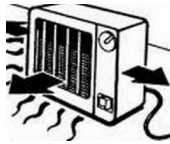
- Make house number visible from street.
- Trim trees away from electrical wires.
- Trim trees away from chimney and remove all pine needles and leaves from roofs, eaves and rain gutters.



**Never attempt to trim trees near power lines.** For more information contact: Black Hills Energy 1-888-890-5554 or visit: [www.blackhillsenergy.com/safety/tree-trimming](http://www.blackhillsenergy.com/safety/tree-trimming)

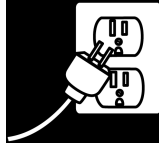
### Heating Equipment & Fireplace

- Keep space heaters at least 3 feet away from all combustibles.
- Replace furnace filters one a year.
- Clean lint from behind clothes dryer.
- Install a spark screen in front of the fireplace.
- Have chimney inspected and cleaned annually.
- Install a spark arrester on chimney
- Dispose of ashes in metal containers.
- Keep newspapers, other combustibles and clutter away from water heater.



### Electrical

- Avoid overloading electrical circuits.
- Inspect electrical cords and appliances for damage.
- Do not tack cords to the wall or run them under rugs.
- Maintain air space around electrical equipment, such as, TV, VCR, stereo, etc.
- Install additional outlets, by a qualified electrician, to avoid using cube taps and extension cords.
- If you must use extension cords, use only the kind that have a built-in circuit breaker.



### Flammable Liquids & Hazardous Materials

- Limit the amount of chemicals stored.
- Dispose of and recycle household hazardous materials properly.
- Store hazardous materials in proper containers with tight-fitting lids and correct identification labels.
- Store hazardous materials away from heat sources.
- Allow for proper ventilation when using flammable liquids and hazardous materials.
- Put oily rags in metal containers with tight-fitting lids, not in a pile where they can spontaneously ignite.



For more information on **Household Hazardous Waste**, contact City of Lawrence Household Hazardous Waste (785) 832-3030 or visit: [www.lawrenceks.org/swm/hhw](http://www.lawrenceks.org/swm/hhw)

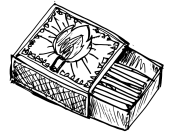
### Cooking

- Never leave cooking unattended.
- Cuff sleeves and turn pot handles inward when cooking to avoid burn injuries.
- Never store combustibles in over or on top of stove.
- When barbecuing, move unit away from the house.
- Dispose of coals/ashes in metal containers.



### Smoking Materials & Candles

- Never leave cigarettes or candles unattended.
- Purchase and use ashtrays that have the center support feature.
- Empty ashtrays into noncombustible containers only.
- Never smoke in bed.
- Place candles in noncombustible, sturdy holders.
- Keep matches and lighters out of reach of children.



### Carbon Monoxide / Smoke Alarms

- Install smoke alarms inside and outside every sleeping area and on every level of your home.
- Install carbon monoxide alarms in a central location outside each sleeping area and on every level of the home.
- Test carbon monoxide/smoke alarms once a month.  
*Hint: use a broom handle to reach & push test button.*
- Replace carbon monoxide/smoke alarm batteries once a year.  
*Hint: use Daylight Savings time as a reminder.*
- Replace carbon monoxide/smoke alarm units every 10 years.



For more information on carbon monoxide and smoke alarms visit: National Fire Protection Association ([www.nfpa.org](http://www.nfpa.org))

### Fire Extinguishers

- Purchase a multipurpose (ABC) extinguisher.
- Teach your family how to use a fire extinguisher.  
*Use P.A.S.S. - Pull the pin, Aim, Squeeze, Sweep*
- Inspect extinguishers annually.



### Develop & Practice A Home Escape Plan

- Develop a home escape plan that includes:
  - Crawling low under smoke.
  - Two exits out of every room.
  - A meeting place outside (tree, mailbox, etc)
- Practice escape plan with every family member.
- Teach all family members how to:
  - Dial 9-1-1 in an emergency.
  - Stop, drop, and roll if clothes catch fire.

