

Smoke Alarms Save Lives



We want to emphasise the critical importance of smoke alarms in ensuring your safety. Here are key points to remember:

BHC Responsibilities:

- BHC ensures smoke alarms are checked at the start of your tenancy and annually thereafter, exceeding legal requirements. We prioritize your safety with thorough inspections and maintenance.

Tenant Responsibilities:

- Promptly inform BHC if smoke alarms are not functioning correctly. Your vigilance ensures early detection and response in case of emergencies.
- Do not tamper with or cover smoke alarms; keep power connected to your unit. These actions help maintain the effectiveness of the alarm system.

Urgent Maintenance:

- If a smoke alarm issue is identified during inspections or by contractors, it is treated urgently, and BHC will act promptly. Tampering may incur charges to cover maintenance costs and ensure the safety of all residents.

FAQs:

- Chirping Alarm: Contact BHC immediately for a contractor to replace the battery/alarm at no cost. We respond promptly to ensure your peace of mind.
- False Alarms: Ventilate the unit in case of burnt food or high humidity. If issues persist, contact BHC for assessment. Your safety is our priority, and we're here to assist you.

Queensland Fire and emergency service - QFES Call Out Fee:

- Tenants may be charged if QFES attends due to an alarm activation without a fire.

Emergency Evacuation:

- Use fire stairwells, not lifts, during emergencies. Discuss any accessibility concerns with your Housing Manager to create/update a Personal Emergency Evacuation Plan (PEEP). Your safety plan ensures swift and efficient evacuation procedures.

For smoke alarm discussions or concerns, contact your Housing Manager promptly. Your safety is our top priority, and we're here to support you in every way we can.

BHC Creating Liveable Communities

Do you know your Emergency Assembly Area?

IN CASE OF FIRE REMEMBER RACE

R

REMOVE PEOPLE

FROM IMMEDIATE DANGER TO A PLACE OF SAFETY

A

ALERT THE FIRE BRIGADE - Dial 000

STAFF / RESIDENTS / MEMBERS OF THE PUBLIC

C

CONFINE FIRE & SMOKE

IF PRACTICABLE - CLOSE WINDOWS & DOORS

E

EXTINGUISH

AND CONTROL THE FIRE (IF SAFE TO DO SO)

STAGE 1: REMOVAL OF PEOPLE FROM THE IMMEDIATE DANGER AREA

Residents/Occupants in the immediate danger area are to assemble a safe distance away from the fire and smoke. When the area has been evacuated doors should be closed to localise the fire.

STAGE 2: COMPLETE EVACUATION OF THE ENTIRE COMPLEX

Should the emergency necessitate evacuation of the entire building, staff and residents will be required to assist in directing occupants to the assembly area.

STAGE 3: ROLL CALL

To be conducted as soon as possible and to ensure all occupants are accounted for at the assembly area.

Report missing persons to the attending FIRE OFFICERS.

STAGE 4: ASSEMBLY AREA

PLEASE MAKE YOURSELF AWARE OF THE ASSEMBLY AREA FOR YOUR BUILDING.

Ask your Housing Manager if you are unsure of where the assembly area is located.

HOW TO

SAFELY USE SCOOTERS, E-BIKES AND BATTERY-OPERATED EQUIPMENT

As the cost of living rises and the desire for eco-friendly living increases, the popularity of scooters, e-bikes and battery-operated equipment is also on the rise. With this, it's crucial to ensure their safe and responsible use.

Here are some guidelines to follow to prevent accidents, fires, or environmental harm associated with these devices:



HANDLING BATTERIES

- **Avoid Modifications:** Never try to modify or repair batteries yourself.
- **Compatible Use:** Only use the battery or charger with the equipment it's designed to avoid hazards.

CHARGING SAFETY

- **Match Charging Voltages:** Only use the charger supplied with your device. Even though a device connection may fit, the wrong voltage can cause fires.
- **Check for Damage:** Inspect the scooter, battery, and charger before and after each use for cracks, discoloration, or water damage.

CHARGING PRACTICES

- **Being present while charging:** Charge your devices while you're at home and awake so you can quickly respond to any issues.
- **Weather Considerations:** Charge away from weather effects and watch for unusual signs like smoke or popping noises.

MANUFACTURER'S INSTRUCTIONS:

- **Follow Instructions:** Always stick to the manufacturer's guidelines for safe charging and use.

BATTERY DISPOSAL

- **Avoid Household Disposal:** Never throw lithium-ion batteries in regular bins or hard waste collection.
- **Recycling Options:** Look for drop-off points through Planet Ark or use Recycle Mate and B-cycle for safe disposal.

ADDITIONAL SAFETY MEASURES

- **Install Smoke Alarms:** Have a smoke alarm in the charging area and test it regularly.
- **Clear Charging Space:** Keep the charging area free of clutter to let heat dissipate safely.
- **Away from Flammables:** Store equipment away from flammable items like papers or clothing.

By following these rules, you help make sure scooters, e-bikes and battery-powered gear are used safely, keeping both you and the environment protected. Remember, following the instructions from the manufacturer and disposing of batteries properly are important for a safer and greener future.

Personal Emergency Evacuation Plan (PEEP)

Do you need assistance to evacuate the building in an emergency? If yes, please complete this form; it provides important information to assist the Queensland Fire and Emergency Services if there is an emergency at your complex.

The PEEP Form is stored in the fire panel/box at your complex. QFES access the information should there be an emergency on site.

This form can be completed electronically at www.bhcl.com.au

Your name

Your address

Your floor

Any other location identifiers for your apartment

Number of people in your household (including you)

Is an Assistance Animal involved? Please detail

Do you need assistance to evacuate? Please tick the support you may need:

Cannot use evacuation stairs

Need help with evacuation stairs

Unable to move to assembly area unaided

Emotional support to exit in an emergency

Other:

Please tick the medical or other conditions that may impact upon you in an emergency:

Minor vision impairment

Significant vision impairment*

Minor hearing impairment

Significant hearing impairment*

Minor physical / mobility concerns

Significant physical / mobility concerns

Bed-confined or wheel chair dependent

Other:

*Note explore need/availability for visual alarm/vibrating device etc

Do you use mobility aids?

Walking stick

Wheeler Walker

Wheel Chair (motorised)

Wheel Chair (manual)

Motorised scooter

Other:

If willing, please indicate medical or other conditions that may impact your ability to self evacuate:

Symptoms from stroke, cerebral palsy, muscular dystrophy, multiple sclerosis or similar

Symptoms of Alzheimer's, Dementia, Parkinson's disease, Huntington's disease, Dyspraxia or similar condition

Known heart condition

Agrophobia or similar

Asthma or breathing condition

Oxygen or similar therapy

Other:

Is there any additional medical information you would like to provide?

HM/Occupant; are there other factors to consider/plan? Please tick/comment

Assistance to know an emergency is occurring (eg. can't hear alarms)

Additional assistance to understand evacuation procedures and routes.

Occupant: Is there any additional information you would like to record?

For example, designated assistant contact information, or specific requests for evacuation assistance.

Occupant to consider how they may best respond to a fire/alarm given their disability/medical conditions. Some points to consider as part of occupant decision making:

Is fire in your unit?

- Potentially evacuate to balcony or exit unit and make way to fire stairs (whichever is safer); close doors behind you

Is fire in complex? Options may include:

- stay in your unit and wait for assistance *or*
- make your way to fire stairs and wait for assistance to use stairs

Would you like a referral to assist with decision making around the above? Yes

Occupant Approved Signature:

Date:

BHC Staff:

Signature:

Date:

Office use only

Copy to tenant

Original complex fire panel

Update schedule

Scan to file

Basix Note