



31-Day Fire Safety Task Tracker

Take one small step every day to make your home more fire safe.



Lithium-Ion Battery Safety

☐ **01 Identify Rechargeable Batteries:** Make a list of the rechargeable devices or the devices that use rechargeable batteries. The most common type of rechargeable batteries are lithium-ion batteries.

☐ **02 Inspect Rechargeable Devices:** Inspect all devices in the house with rechargeable batteries for any signs of damage or swelling.

☐ **03 Set Up a Charging Station:** Set up a designated charging area in each room of your home where rechargeable devices are used. The charging station should be on a hard surface, away from flammable materials.

☐ **04 Use Correct Chargers:** Ensure all devices are charged with the cord or charger that came with the device, or a replacement recommended by the manufacturer. Label chargers and charging cords.

☐ **05 Avoid Overcharging:** Plan to unplug devices once they are fully charged to prevent overheating.

☐ **06 Monitor Charging Devices:** Identify the best time to charge specific devices to avoid charging devices overnight or when you are not at home.

☐ **07 Store Batteries Safely:** Designate a cool, dry place to store spare batteries that is away from metal objects.

☐ **08 Dispose of Batteries Properly:** Identify a designated recycling center at call2recycle.org and drop off old or damaged batteries.

☐ **09 Check for Recalls:** Use a web search engine to check if any of your devices or batteries have been recalled.

☐ **10 Set Reminders:** Set automatic reminders (for example, on your smartphone) to review rechargeable battery safety tips at least once per year.

☐ **11 Share with Family Members:** Discuss rechargeable battery safety with everyone in the household.



Smoke Alarms

☐ **12 Install Smoke Alarms:** Ensure smoke alarms are installed on every level of your home, inside bedrooms, and outside sleeping areas.

☐ **13 Test Smoke Alarms:** Practice testing all smoke alarms in the house and set monthly reminders to ensure they are working properly.

☐ **14 Replace Smoke Alarm Batteries (if applicable):** If the smoke alarms in your home have replaceable batteries, replace smoke alarm batteries once per year.

☐ **15 Clean Smoke Alarms:** Dust and vacuum smoke alarms to clear any debris.



Escape Plans

☐ **16 Create an Escape Plan:** Develop a fire escape plan by identifying at least two ways out of every room.

☐ **17 Practice the Plan:** Conduct fire drills to ensure everyone in the house knows how to escape safely.

☐ **18 Designate a Meeting Spot:** Choose a safe meeting place outside your home where everyone will gather after escaping.

☐ **19 Discuss how to call for help:** Discuss with members of the household when to call 9-1-1 and how to do it in case of an emergency.



Cooking Fire Safety

- ☐ **20 Stay in the Kitchen:** Remind everyone in the household to never leave the kitchen unattended while cooking.
- ☐ **21 Keep Flammable Items Away:** Inspect the kitchen for items like towels and curtains that may be too close to hot surfaces like the stove, toaster, or convection oven.
- ☐ **22 Use a Timer:** Practice using a timer to remind you when food is cooking.
- ☐ **23 Watch Your Cooking:** Fires start when the heat is too high. If you see any smoke or the grease starts to boil, turn the burner off.



Electrical Fire Safety

- ☐ **24 Inspect Electrical Cords:** Check all electrical cords for damage and replace any frayed or cracked cords.
- ☐ **25 Avoid Overloading Outlets:** Check electrical outlets or power strips for having too many devices plugged in at once (limit single outlets to only one high voltage appliance like a toaster, microwave, or space heaters).
- ☐ **26 Use Surge Protectors:** Identify devices and appliances that could be damaged by power surges and use surge protectors for these items.
- ☐ **27 Unplug Unused Devices:** Inspect the homes for appliances and devices that stay plugged in; make the plugs easy to reach and practice unplugging when they are not in use.



Home Heating Fire Safety

- ☐ **28 Keep Space Heaters Safe:** Identify safe spaces in your home to use a space heater by measuring three feet away in all directions from anything that can burn.
- ☐ **29 Use Heaters Properly:** Review the manufacturer's instructions for using space heaters. Web search for the instruction manual of the make and model of the heater if you no longer have the printed instructions. Never use a cooking oven to heat your home.
- ☐ **30 Turn Off Heaters:** Practice turning off space heaters when you leave the room or go to bed.



General Fire Safety

- ☐ **31 Install Fire Extinguishers:** Place fire extinguishers on each level of your home and identify who may be expected to use an extinguisher. Only those who are properly trained should use an extinguisher.



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