

## Working from home, fire safety

Welcome to working from home. You may be a seasoned home-worker or this may be your first time. Either way there are some simple but effective things you can do to keep yourself comfortable, healthy and productive.

Fire is a risk wherever we work and live. If a fire were to break out do you have a plan to escape?

Tips for avoiding fire in your home:

- To avoid fire risk, do not overload electrical outlets.
- Do not place electrical cords under rugs or cover them with other materials.
- Switch off and unplug your work devices at the end of each day.
- Check your smoke alarms are working.
- If you are a smoker, try to avoid smoking in the area you work in.

If a fire breaks out only tackle it if it is small and you are confident you have the means to do it. **DO NOT TAKE RISKS**, fire can spread quickly and unpredictably. Your best option is to get out or follow the advice you have been given for your building and dial the emergency services.

Plan how you would escape and share this information with everyone else you live with.

**Remember, your health and wellbeing is the most important thing to us. This homeworking period is temporary and difficult for all of us, we are here to support you through this challenging period.**

