



Shelter Compendium

Collection of messages and images

On Fire Safety

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Fire Safety

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Copyright of the images

i. About this document


This document provides a compilation of messages and related images that are relevant to the emergency phase of shelter and settlement response. They were compiled from existing country level documents that are available at iec.sheltercluster.org. It intends to be a starting point in the development of contextualized and coordinated Information Education Communication (IEC) materials.

While the collection aims to accelerate the development IEC materials in operations by sharing what has been done already, they are not intended to be used as is. Instead technical staff and working groups are encouraged to choose the messages/images of relevance as a starting point in materials development. Before they are used they must be thoroughly reviewed to ensure that they are in line with policies and that affected communities are engaged in their field testing, further development and evaluation.


A full approach to the development of IEC material is proposed in a publication '**Informing Choice for Better Shelter – IEC development protocol**' prepared by the Promoting Safer Building Working Group of the Global Shelter Cluster. [Available at: <https://www.sheltercluster.org/promoting-safer-building-working-group/protocol-informing-choice-better-shelter>]

ii. Things to consider

- Once the key message is identified, look up sample images in the table below. Prioritize illustrations that match local the context and ensure that the selection of IEC images is driven by local knowledge.
- Check that if there is adapted message/image to the local language or context. Click "Source" to refer the **Shelter Compendium** web page to obtain the original IEC material in respective language.
- Confirm that selected image does not contain materials that are not available/used in target communities. Based on the selected images, adapt/create images when relevant.
- Compile messages and images into 1 or 2 pages, validate them against ease of reading and accessibility by target audience.
- Use the IEC materials as part of a shelter/settlement program. Note that simple distribution of IEC materials has not lead to any behavioural change in many past humanitarian responses. Lessons are that appropriate programming is needed alongside the development and distribution of IEC materials.



Is there already adapted messages to a specific country or region?




Which messages should be prioritized?



Does the illustration reflect local construction techniques and available materials?



Is the message easy to understand by the target audience?








What is the best roll-out strategy?

Access to download image files with higher resolution: [Fire safety](#) (25 MB)

FIRE SAFETY


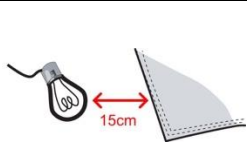

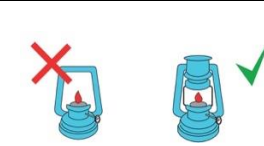
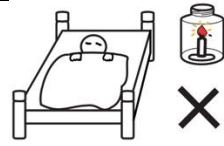




F01. Fire Prevention (Cooking, Open fire)

Key Message	Image ID	Source
Do not cook in your shelter. Do not allow open flames in a shelter.	F001	French/Yoruba
Do not cook inside shelters or next to the walls of the shelter.	F002	French Swahili
Cooking should be done outside. (Context specific)	F003	French Swahili
Cooking must be done at common kitchens.	F004	English
Never leave cooking stoves unattended.	(No image)	English Arabic
Do not leave children alone when cooking in or outside shelters.	F006	French Swahili

Table of Images				
				
F001	F002	F003	F004	F006

F02. Fire Prevention (Candles, Lamps)

Key Message	Image ID	Source
Do not hang your kerosene lamp near the ceiling!	F007	French/Yoruba
Electric light bulbs must be at least 15cm (or 6 inches) away from the tent canvas/tarpaulins.	F008	English Arabic
Candles and lamps must be protected in jars.	F009, F010	
Never leave a candle lit while sleeping or when leaving tent.	F011	French Swahili
Do not leave candles, matches, gas lamps, lighters unattended.	F012	
Place the candles in a large container that cannot easily burn.	F013	
Do not leave lamps, matches, kerosene, lighters unattended.	F014	
Put the kerosene lamps in a specific place (such as on the ground or hang in the air), keep away from any flammable object.	F015	




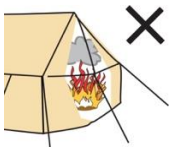



Table of Images				
				
F007	F008	F009	F010	F011
				
F012	F013	F014	F015	

F03. Fire Prevention (Cigarette, Open fire)

Key Message	Image ID	Source
Do not smoke near the shelters!	F101	English Arabic
Do not smoke inside the shelters.	F017	French Swahili
Ensure cigarette butts are properly extinguished before disposing of them.	F016	French/Yoruba

No open fires or bare flames inside shelters.	F018	English Arabic
Keep fire away from shelters. With wind, it can spread very easily.	F019	English Somali
Do not burn garbage on the site!	F020	French/Yoruba
Burn garbage in a suitable place away from shelters. Always watch the garbage fires. Use fire pits for garbage fires.	F021	French Swahili


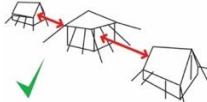




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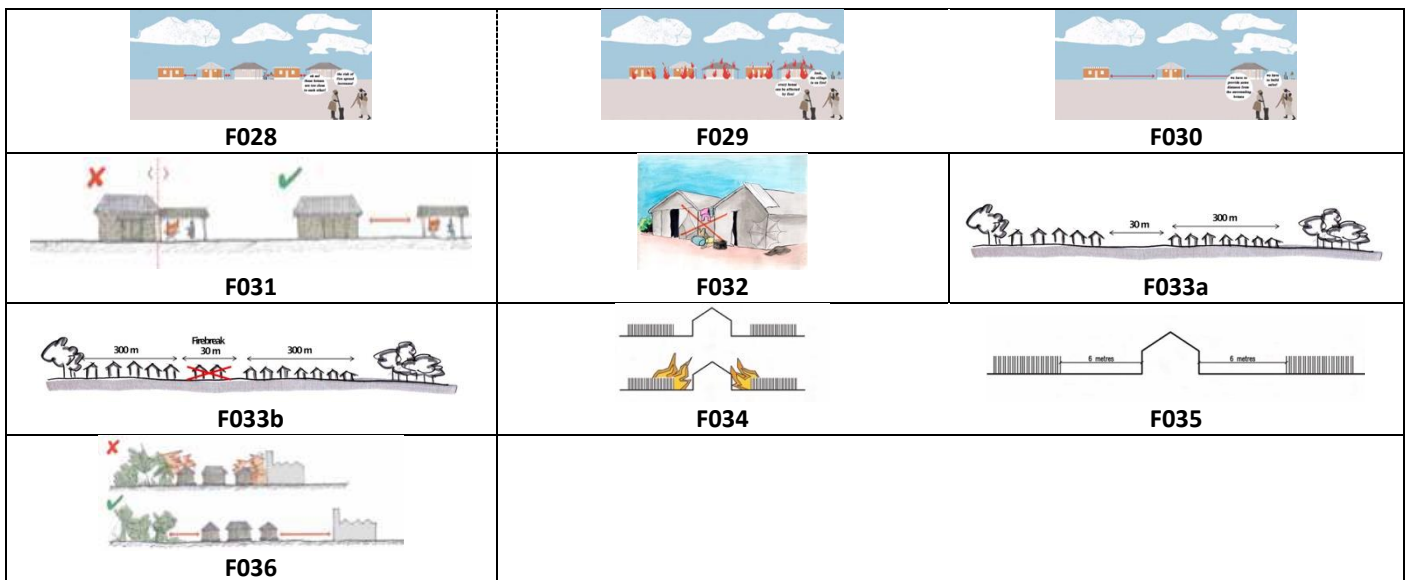
 F101	 F017	 F016	 F018
 F019	 F020	 F021	

F04. Fire Prevention (Distance of shelters/houses)

Key Message	Image ID	Source
Tent walls must be a minimum of XX ft apart.	F022, F023	English Arabic
Be aware of fire. Keep a distance in between shelters.	F024, F025	English
Tents should be placed at a least 2 meters apart to prevent the spread of fire.	F026	French Swahili
Allow for space between shelters or rows/blocks of shelters whilst taking into account the direction of any prevailing wind.	F027	English
If the house is too close to neighboring houses, the risk of fire spread increases.	F028, F029	English
When building your house, ensure some distance from the surrounding houses.	F030	
Allow space between individual shelters and any fire. This includes fires in craft workshops, kitchen etc.	F031	English
Keep the spaces between the tents free and clean!	F032	French/Yoruba
Do not encroach on firebreaks. They prevent fire from spreading.	F033a	English
Dry grass and vegetation, including crops, create fuel for fires. Wildfires can spread quickly.	F033b	
Houses should be positioned 6-10m away from dry grass/crop.	F034	
Houses should be positioned 6-10m away from dry grass/crop.	F035	English
Choose a site that is protected from, or distant from, fire hazards such as industrial fires and bush fires.	F036	

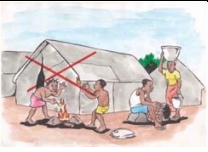



Table of Images

 F022	 F023	 F024	 F025
 F026		 F027	






F05. Fire Prevention (For children)

Key Message	Image ID	Source
Do not let children play with fire! Take care of your children!	F037	French/Yoruba
Keep children away from hot cooking pots.	F038	English
Do not let small children carry fire.	F039	Somali
Keep matches, lighters, candles, gas lamps, petroleum or any other flammable material away from children.	F040	French Swahili


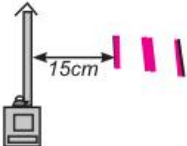
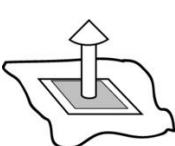
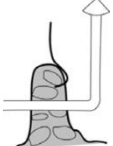
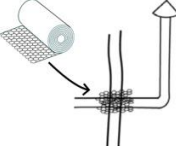
Table of Images			
			
F037	F038	F039	F040

F06. Fire Prevention (Storing fuel/flammable products)



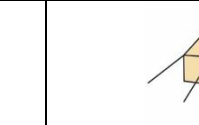
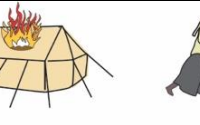



Key Message	Image ID	Source
Fuel canisters have to be clearly labeled so not to get mixed up with water containers.	F041a	N/A
Store kerosene away from stoves and other sources of heat.	F041b	English Arabic
Do not store flammable products such as gasoline and gas inside shelters. Avoid installing outlets in shelters. All flammable products should be stored outside the shelters.	F042	French Swahili

Table of Images		
		
F041a	F041b	F042

F07. Fire Prevention (Shelter material, Chimney, other messages)

Key Message	Image ID	Source		
Build the shelter with non-combustible materials if possible. Protect combustible materials with fire retardant or by covering with non-flammable material e.g., a thatched roof will be more vulnerable to fire than a roof covered with corrugated iron sheets.	F043	English		
Stoves and chimneys MUST NOT touch tarpaulins/tents.	F044	English		
Stoves with chimneys must have at least 2.5m of metal piping and a cap at the end of the chimney to prevent sparks falling back on the tent and rain entering. A chimney may be kept away from tents by passing through a metal plate in the roof.	F045	English Arabic		
Chimney passes through low earth / stone wall.	F046			
Chimney covered in chicken wire and passes through canvas tent wall	F047			
Turn off the water flow, gas and electricity when not being used!	(No image)	Bahasa		
Table of Images				
 F043	 F044	 F045	 F046	 F047

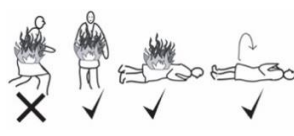


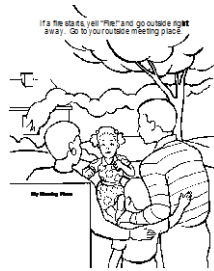

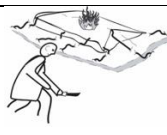


F08. Fire Preparedness

Key Message	Image ID	Source		
Set up community fire committees, for training, information sharing and firefighting.	F049	English Somali		
Make fire stations with buckets, sand, fire beaters and fire extinguishers.	F050			
Practice the best way to escape if your house/tent/shelter catches fire.	F051			
Set up a warning system at community level to alert householders and firefighters.	(No image)	English		
Consider providing water points at strategic places.				
Have firefighting equipment ready at household and community level and practice its use regularly.				
Know how to sound the alarm in the event of a fire.				
Know where you and your family should and will evacuate to.				
Know what firefighting equipment is available. If fire extinguishers are not present, have a large bucket of sand available to douse small fires.	F055	English Arabic		
Only attempt to put out a fire if it is small, without heavy smoke and you have an escape route. Otherwise get you and your family to safety ASAP and sound the alarm.				
Learn how to operate fire extinguisher.	F056	English Arabic		
Table of Images				
 F049	 F050	 F051	 F055	 F056
 F050	 F055			

F09. In case of fire

Key Message	Image ID	Source
Don't run if your clothes have caught fire! Running will spread the flames. STOP, DROP AND ROLL - STOP where you are, DROP to the ground and ROLL to extinguish the flames.	F057	English Arabic
	F058	French Swahili
	F059	Arabic
If a fire starts, yell "Fire!" and go outside right away to your outside meeting place.	F060	English
If you see fire, shout "FIRE"! Do not panic! Keep your kids close to you!	F061	French/Yoruba
Tent on fire: Check that no-one is inside THEN knock down the tent/shelters and nearby tents/shelters. This will help stop the fire from spreading.	F062	English Arabic
Remove all persons from the source of the fire.	F063	French Swahili
Quickly find some sand and throw it on what is burning. In case of small fires, smother the fire with a wet sheet or towel.	F064	



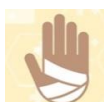

Table of Images

 F057	 F058	 F059
 F060	 F061	 F062
	 F063	 F064

F10. Treatment of a burn injury

Key Message	Image ID	Source
Cool the burn area with cold water or a wet cloth immediately. Then seek medical attention.	F065	English Arabic
	F066	English Somali
Cover the burn with a non-sticky dressing, a plastic bag or a non-fluffy bandage.	F067	English
Seek medical attention.	F068	Arabic


Table of Images

 F065	 F066	 F067	 F068
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F11. Electrical safety

Key Message	Image ID	Source
Check that electric cords are not worn through - exposed wires are a fire risk.	(No image)	English Arabic
Do not overload electrical sockets.		
Never adjust electrical wiring unless you are qualified to do so.		
Turn off electrical items when they are not being used.		
Keep anything flammable at least 1m away from heating equipment.		

F12. Fire action check sheet

Key Message	Image ID	Image ID	Source
<p>If you discover a fire:</p> <ol style="list-style-type: none"> Sound the alarm Dial (xxxxxxxxxx) to call the fire brigade If possible, tackle the fire using the appliances provided, but do not endanger yourself or others in doing so. <p>If you hear the fire alarm:</p> <ol style="list-style-type: none"> Leave the building by the nearest available exit: (xxx located at xxx) Close all the door behind you. Report to the person in charge of assembly point at: (xxx located at xxx). 	 <p>The image shows a 'Fire action' poster with the following text: Fire action IF YOU DISCOVER A FIRE:- 1) Sound the alarm 2) Dial (xxxxxxxxxx) to call the fire brigade 3) If possible tackle the fire using the appliances provided but do not endanger yourself or others in doing so. IF YOU HEAR THE FIRE ALARM:- 1) Leave the building by the nearest available exit: (xxx located at xxx) 2) Close all the doors behind you. 3) Report to the person in charge of assembly point at: (xxx located at xxx). A red box at the bottom contains a prohibition sign and the text: 4) Do not stop to collect personal belongings 5) Do not use the lift 6) Never re-enter the building for any reason unless instructed to do so. Do not take risks. </p>	<p>F070</p>	<p>English</p>

Annex

Copyright of the images

Copyright for the IEC materials and illustrations remains with the agencies or entities whose names appear on them. The Global Shelter Cluster and its members may use the pictures, if appropriately credited.

Messages and images in this document are modified based on reviews on the Shelter Compendium website. Click the “Source” to check the Shelter Compendium for original document and reviewers' feedback on it.

Table of Credit

Image ID	Source
F044	A guide to the specification and use of plastic sheeting in humanitarian relief, Global/General, Author: IFRC, Oxfam, Available at: https://iec.sheltercluster.org/files/cfmz29aa3dfwevk5m1jma6gy7
F024, F025	Basic Guidance on Shelter Upgrading, Bangladesh, Author: ShelterNFI Sector / IOM, Available at: https://iec.sheltercluster.org/files/73sut2esao8y6bzf1yim33rnd
F060	Disaster Preparedness Coloring Book, United States of America, Author: FEMA, American Red Cross, Available at: https://iec.sheltercluster.org/files/2b1b5e9h2ymafdsdie6y3bdxx
F070	Fire Action, Global/General, Author: Unknown, Available at: https://iec.sheltercluster.org/files/99fu9mltrw5kq6modte00m34o
F004, F008, F009, F010, F011, F018, F0101, F022, F023, F057, F062, F065,	Fire Safety, Global/General, Author: IOM, Available at: https://iec.sheltercluster.org/files/48479k0id9ap65m80pzqurt5c
F019, F038, F039, F049, F050, F051, F066	Fire safety, Kenya, Author: Lutheran World Federation, Save the Children, Available at: https://iec.sheltercluster.org/files/c85bfvebzbfb76uyq4g9ucvbr
F001, F007, F016, F020, F032, F037, F061	Normes De Sécurité Contre Incendies, Democratic Republic of the Congo, Author: IOM, Available at: https://iec.sheltercluster.org/files/f2353d9h5b7zks7ahrc4c9xf0
F002, F003, F006, F012, F013, F014, F015, F017, F021, F026, F040, F042, F058, F063, F064	Prévention des incendies, Central African Republic, Author: IOM, Available at: https://iec.sheltercluster.org/files/1lrmoanewcvw8mibeonxkoqk
F028, F029, F030	Safer House Construction Guidelines, Malawi, Author: Bureau TNM, Available at: https://iec.sheltercluster.org/files/1153wulga4c1aer13f7magaic
F059	Safety from Fires, Yemen, Author: IOM, Available at: https://iec.sheltercluster.org/files/6m8r6feseugum8525cq9fdc5l
F027, F031, F036, F043	Shelter safety handbook, Global/General, Author: IFRC, Available at: https://iec.sheltercluster.org/files/86a7h88qymz7gj15i44ym8p08
F034, F035	Supplementary Handbook to 'Guidelines for Safer Construction, Malawi, Author: Unknown, Available at: https://iec.sheltercluster.org/files/ekrcr1d1tewsgg2iiyg2khhnt
F045, F046, F047	Technical guidelines for winterization strategy, Pakistan, Author: Emergency Shelter Cluster, Available at: https://iec.sheltercluster.org/files/cuxwigpmffncnbl2thkac2e8
F033a, F033b	Technical standards and practice, Namibia, Author: IOM, Available at: https://iec.sheltercluster.org/files/exn450uf7etav9la4o6xg2crn
F056	Technical Tips for Safety Shelter Repair, Iraq, Author: IOM, Available at: https://iec.sheltercluster.org/files/73odllm00j3awbzkdvcoojir
F041b, F055, F067, F068	What do you know about fire safety?, Iraq, Author: ACTED, UNHCR, Available at: https://iec.sheltercluster.org/files/din82ipznrxbkx24x18v0juig