



Loss Control Tips for Apartment and Condominium Managers

Property:

Dryer vents made of plastic, vinyl or metal foil flex are subject to lint accumulation and fires. These should be replaced with rigid or semi rigid pipe that is joined together with tape and has as few turns as possible. Additionally, the vents should be inspected and cleaned annually.

Malfunctioning washing machines & aging hot water heaters on upper floors can cause severe water damage to the unit and to units below. "Drip" or drain pans should be installed under the appliances to contain and/or drain away any water that may escape. Washing Machine supply hoses should be replaced with more modern 'burst proof' or burst resistant hoses, which are either thicker, or have a steel braided reinforced outer covering.

Ground Fault Circuit Interrupter (GFCI) electrical receptacles, or circuit breakers, should be installed in areas where the receptacle is within six feet of a water source/sink such as in all kitchens, bathrooms, and laundry rooms. These units will help reduce the exposure to electrical shock.

Grills: Gas grills should be located no less than ten feet from combustible building components and should never be used beneath overhangs such as roofs, porches, or decks. Grills should never be left unattended while in use. Charcoal grills should only be used in locations such as picnic areas or barbecue pits that are at least 25' away from any part of a building or structure.

Tree limbs overhanging buildings should be cut back to reduce roof damage in a high wind situation.

Gutters: All gutters should be cleaned, inspected and repaired. This will prevent clogging, overflowing and ice damming.

Liability:

Certificates of Insurance (COI) should be secured at least annually from all contractors working on your property. Their limits of liability should at least equal those of your policy.

Smoke Detectors: National Fire Protection Association (NFPA) Life Safety Code requires that in buildings other than those equipped throughout with an existing complete automatic smoke detection system, smoke alarms should be installed outside every sleeping area, in every bedroom, and on all levels of the unit, including basements. Smoke detectors should have a six month battery replacement program to ensure continuous operation and reliability. A log should be kept to record inspections and battery replacement. Any other repairs or replacements should also be recorded in the log.

Carbon Monoxide (CO) Detection: Carbon Monoxide detectors should be installed in all apartments, common areas, and in utility rooms where gas, oil, or solid fuel appliances are present and where the hazardous gas could be present - such as in an attached garage. CO detectors should be installed in accordance with the manufacturer's recommendations.

Exit Signs and Lighting: UL listed emergency lighting units should be provided throughout the entire premises. The units should provide illumination automatically in the event of a power interruption. These should be added in accordance with the National Fire Protection Association (NFPA) Standard 101, Life Safety Code.