*Proper emergency signage helps everyone in the building find a safe path to the nearest exit or shelter area. In some cases, zoning codes may require the signs to be illuminated and have a battery backup to*

*ensure continuous operation during a power outage. Check with your fire department if you are unsure of local regulations.*

**Check to see if you are following these practices:**

* Fire doors are inspected annually to ensure that they are in place and in good working condition.
* Doors, passageways, or stairways that do not lead to an exit or shelter are posted with signs reading "Not an Exit" or a similar message.
* The routes to shelters are appropriately marked.
* Exit signs are self-luminous or illuminated at all times.
* Exit and shelter signs use distinctive colours to be easily noticed by everyone, including those with colour blindness.
* Where exit signs are required, their red or green lettering is at least 15 centimeters (6 inches) high.
* All exits are clearly visible and the route to them is indicated so the direction of escape can be easily determined.
* The address of your property can be seen clearly from the street. Address numbers should be in sharp contrast to their background. This helps first responders find your facility quickly.
* There is signage on your facility’s exterior, pointing the way to emergency shelters.
* External assembly areas are well marked.
* There are signs showing first responders where to park and the way to building entrances.
* All exit doors are equipped with a push bar requiring no more than 2.5 kilograms (5 pounds) of pressure to operate.
* If an exit door has a key lock, it is kept unlocked during business hours.
* Emergency lights and exit sign circuit breakers are properly labelled.
* Gas mains are marked to show the direction in which shutoff valves should be turned and where to find any necessary tools.
* Emergency lighting works. Lighting should be checked monthly to ensure that it is working properly.