

FIRE SAFETY SELF INSPECTION CHECKLIST

1. Are large contrasting address numbers installed and clearly visible from the road? Yes No
2. Are extinguishers mounted in a visible, accessible location with maximum height of 5 feet to the top of extinguisher? Yes No
3. Have extinguishers been tagged documenting annual inspection?? Yes No
4. Are illuminated exit signs provided and illuminated? Yes No
5. Are emergency lighting units tested and operational? Yes No
6. Are exit paths clear and unobstructed? Yes No
7. Are exit doors free of slide bolts, chains, padlocks or bars? Yes No
8. Are exit doors easily-openable, and free of obstructions? Yes No
9. Have your employee's had fire extinguisher operations training? Yes No
10. Are waste material containers emptied routinely at the end of the day? Yes No
11. Extension cords are not permitted to be utilized as permanent wiring. Are adequate outlets provided? Yes No
12. Is a clear width of 30 inches provided in front of the electrical panel? Yes No
13. Are doors to electrical panels in place and kept closed? Yes No
14. If the building is protected with an automatic extinguishing system, is documentation of annual maintenance available? Yes No
15. Is all storage maintained a minimum of 18" below sprinkler head deflector plates? Yes No
16. If building is non-sprinklered, is all storage maintained a minimum of 2 feet below the ceiling or roof deck? Yes No
17. If an alarm system is provided, is documentation of annual maintenance available? Yes No
18. Are MSDS sheets available for on site chemicals? Yes No
19. Are lockboxes provided, do they have the correct keys in the lockbox? Yes No
20. Are fire doors kept closed? Yes No
21. Are Mechanical / Electrical rooms kept free of combustible storage? Yes No
22. Are Fire Sprinkler Control rooms or area around controls free of storage? Yes No