



FIRE INSPECTION CHECKLIST (THIS LIST MAY NOT BE ALL-INCLUSIVE)

A. ACCESS & PREMISES			
	Street number / suite number is a minimum of 12 inches in height and visible/legible from the street		
	Fire lanes properly marked and maintained and not obstructed		
	Access to fire hydrants maintained		
	Post indicator valve has handle and is locked/secured and accessible		
	Fire department connection is unobstructed and caps in place		
	If fire department Knox Box is present, correct keys inside the Knox Box		
	# of RPZ valves on site and locations		
B. EXITS			
	Door/aisle is not obstructed		
	Correct lock/hardware on exit door(s), (no flush bolts, hasps, etc.)		
	Exit doors open easily		
	Required sign, "This door is to remain unlocked during business hours", if door has a double-keyed deadbolt.		
	Illuminated exits signs maintained and in working order		
	Emergency lights maintained and in working order		
	If emergency generator is provided, it must be tested and recorded every six (6) months		
	Door with panic hardware shall have no other locking devices.		
C. EGRESS & FIRE SEPARATIONS			
	Holes in walls that separate adjacent tenants, including above dropped ceilings		
	Means of egress clear of obstructions		
	Stairwells clear of obstructions and handrails secure		
	Maximum occupancy signs must be posted in a conspicuous location near the entrance/exits into and out of assembly areas		
	No combustibles are to be stored equipment/mechanical rooms		
	No combustibles to be placed within 30 inches of heating source (i.e. water heater, furnace)		
D. EXTINGUISHERS/ FIRE PROTECTION/ ALARM EQUIPMENT			
	Minimum 2.A.10BC extinguishers(s) installed		
	Extinguisher has been serviced within the past year and a new service tag is attached		
	Extinguisher is securely mounted or in an approved cabinet		
	Fire extinguisher is not obstructed		
	Fire extinguisher does not exceed five (5) feet from the floor where mounted		
	Standpipe must be tested and documented every five (5) years		
	Hood extinguishing system maintained and documented every six (6) months for servicing and cleaning		
	Class K extinguisher installed within 30 feet of hood and duct system		
	18" clearance between storage and sprinkler heads must be maintained		
	Sprinkler heads cannot be painted or covered		
	Fire sprinkler system must be maintained and tested annually with documentation		
	Fire sprinkler system riser must be accessible		
	Additional sprinkler head to be provided in cabinet near riser with sprinkler coverage plans		
	Fire alarm system in proper working order with documentation showing annual testing		
	Fire alarm panel must be accessible		
	All horns and strobes must be unobstructed		
	Key for fire alarm control panel must be accessible		
E. ELECTRICAL			
	All electrical rooms and panels labeled and identified		
	Maintain 30 inches of clear space in front of and around all electrical panels		
	Ensure electrical panel box and breakers are labeled for correct use		
	Electrical panel is not overloaded		
	No extension cords in use in place of permanent wiring		
	No splices or frayed cords/wires		
	No broken or faulty switches or outlets		
	No multi-plug adapters in use, other than approved power strips		
	Electrical cords cannot extend through wall or ceilings.		
Owner/Manager Signature:		Date:	Inspector Signature:
			Date: