



Fire Prevention Checklist

	YES	NO
Portable fire extinguishers are provided in adequate type and number.	<input type="checkbox"/>	<input type="checkbox"/>
They are mounted in readily accessible locations.	<input type="checkbox"/>	<input type="checkbox"/>
Fire extinguishers are inspected monthly for general condition and noted on the inspection tag.	<input type="checkbox"/>	<input type="checkbox"/>
They are recharged promptly after use and properly noted on the tag.	<input type="checkbox"/>	<input type="checkbox"/>
The fire-alarm system is tested at least annually.	<input type="checkbox"/>	<input type="checkbox"/>
Workers are periodically instructed in the use of extinguishers and fire safety procedures.	<input type="checkbox"/>	<input type="checkbox"/>
Fire doors and shutters are in good operating condition and are unobstructed.	<input type="checkbox"/>	<input type="checkbox"/>
Outside private fire hydrants (if any) are flushed each year on a regular maintenance schedule.	<input type="checkbox"/>	<input type="checkbox"/>
Interior standpipes and valves (if any) are inspected regularly.	<input type="checkbox"/>	<input type="checkbox"/>
For your automatic sprinkler system:	<input type="checkbox"/>	<input type="checkbox"/>
✓ Water control valves and air and water pressure are checked weekly.	<input type="checkbox"/>	<input type="checkbox"/>
✓ Control valves are locked open.	<input type="checkbox"/>	<input type="checkbox"/>
✓ Fusible links are in place.	<input type="checkbox"/>	<input type="checkbox"/>
✓ Proper minimum clearance is maintained around sprinkler heads.	<input type="checkbox"/>	<input type="checkbox"/>
✓ System maintenance is assigned to a responsible person or to a sprinkler contractor	<input type="checkbox"/>	<input type="checkbox"/>
Your local fire department is familiar with your facility, location, and hazards.	<input type="checkbox"/>	<input type="checkbox"/>