

## General Fire Requirements Self-Inspection Checklist

**Guidelines:** This checklist covers regulations from the U.S. Department of Labor, Occupational Safety and Health Administration (OSHA), general industry standards 29 CFR 1910.36, 1910.38, and 1910.159. The regulations cited apply only to private employers and their employees, unless adopted by a State agency and applied to other groups such as public employees. Recommendations from the DMFD 2012 IFC codes have also been included.

**Please Circle**

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| 1. Are exit frequently inspected to make sure that all stairways, doors, and other exits are in proper working condition?  | Y N N/A |
| 2. Are all exit paths free and unobstructed? <b>Note:</b> Exit doors must not be locked, barred, or blocked in such a way as to prevent exit from the building.  | Y N N/A |
| 3. Are Exit signs and Emergency Exit Lighting tested and in proper working order?  | Y N N/A |
| 4. Are all fire escapes, stairs, passageways, doors, and windows free of obstructions that would interfere with the evacuation of the building or the operation of the fire department?  | Y N N/A |
| 5. Is the Fire Sprinkler system and Portable Fire Extinguishers inspected as required and serviced annually?   | Y N N/A |
| 6. Is the Fire Alarm system inspected and serviced annually? Is the system monitored by an alarm monitoring service?   | Y N N/A |
| 7. Is there an Emergency Exit plan in place? Frequency of Drills with records.   | Y N N/A |
| 8. Is the vertical clearance between sprinklers and material below (such as head deflectors) at least 18 inches?   | Y N N/A |
| 9. Are accumulations of flammable or combustible waste materials and residues removed so that they will not contribute to a fire? <b>Note:</b> Examples of violations include open boxes of papers stored under the stairs and stored empty cardboard boxes. | Y N N/A |
| 10. Is adequate clearance maintained between stored materials and light fixtures to prevent possible ignition?   | Y N N/A |
| 11. Are extension cords used for temporary purposes only?<br><br>Are multiple appliances plugged into surge protectors or rated power taps?  | Y N N/A |
| 12. Are furnishings or decorations of an explosive or highly flammable character prohibited?   | Y N N/A |
| 13. Are decorative materials such as curtains, draperies, streamers, and fabrics flame resistant?  | Y N N/A |
| 14. Do materials and artwork cover 20% or less of the wall area?   | Y N N/A |

**Comments/Corrective action:**