



## SELF INSPECTION CHECKLIST

### Fire Department

#### Access Roads

- Address clearly displayed.
- Fire lanes access is unobstructed.
- Fire lane signs are posted and curbs painted with 6" striping.
- The installation of controlled access gates across a fire lane require a permit and must be approved by the Fire Marshal.
- Fire apparatus access gates shall be maintained at all times.

#### Fire Hydrants

- Hydrant is unobstructed by vehicles for at least 15' in front of, and in both directions, parallel to the curb.
- Maintain a 3' clear space around hydrant.
- Centerline of lowest outlet not less than 18" above grade. Highest outlet does not exceed 30" above grade.

#### Fire Department Connection

- Fire Department Connection shall be fully visible and unobstructed.
- Mount a 12" x 12" sign, per attached specifications, at least 12 feet above FDC.

#### Fire Sprinkler System

- Sprinkler control valve secured in the open position.
- Sprinkler heads free of obstructions and an 18" clearance.
- Replace painted sprinkler heads.
- Sprinklers in all areas.
- System shall be maintained, inspected and tested annually.

#### Fire Alarm System

- Pull stations are visible and unobstructed.
- System is operational and no trouble conditions exist.
- System shall be maintained, inspected and tested annually.

#### Exit Doors, Corridors & Stairways

- Free of obstructions.
- Opens without special use or knowledge.
- Bolt locks are prohibited.
- Fire Doors are kept closed and latched (no wedges).
- Doors swing in direction of exit travel if occupancy load exceeds 50 or new "H" occupancy.
- Egress/aisle width is appropriate.

#### Fire Extinguishers

- If occupancy has mostly Class A fire hazards, maximum travel distance is less than 75'.
- Fire extinguishers shall be located in conspicuous locations, readily accessible, and immediately available.
- Fire extinguishers are unobstructed and unobscured.
- Have annual inspections.
- Top must be below 42" in height if fire extinguisher weighs over 40 lbs. Top must be below 48" in height if fire extinguisher weighs less than 40 lbs. In either case, fire extinguisher bottom must be at least 4" above the floor.



#### Electrical

- Wiring and connection are in good condition throughout.
- Frayed cords or unauthorized extension cords have been removed.
- Multi-plug adapter which are not listed are prohibited.
- Open electrical junction boxes and opens wiring splices shall be prohibited.
- Extension cords cannot be used in lieu of permanent wiring.

#### Kitchen Hood Fire

##### Extinguishing Systems

- Ventilating hoods, filter, fans, and ducts free of grease. Nozzles are positioned correctly
- Extinguishing system is listed and installed in accordance with Fire Code, NFPA and manufacturer's installation instructions.
- Maintained and serviced every 6 months.
- Emergency actuation device between 10 & 20 feet from exhaust system.
- Class K fire extinguisher in place within 30 feet.
- Fusible links should be replaced annually.

#### Miscellaneous

- Ceiling tiles in place throughout.
- Air handling/Mechanical/Electrical rooms free of combustible materials.
- Oily rags stored in listed covered metal containers.
- Remove excess vegetation.
- Emergency power equipment should be maintained and operational. Tested annually