



# Fire Inspection Checklist

Use this fire inspection checklist to review some essential fire protection requirements for your building.

Each fire safety item listed below is a suggestion derived from one or more of the following model codes :

- NFPA 101: Life Safety Code®
- NFPA 70: National Electrical Code®
- NFPA 1: Fire Code
- NFPA 25: Standard for the Inspection, Testing, and Maintenance of Water-Based Fire Protection Systems
- NFPA 72: National Fire Alarm and Signaling Code®
- NFPA 10: Standard for Portable Fire Extinguishers

Consult a qualified fire sprinkler professional to complete inspection tasks at appropriate intervals.

Note, this list is not comprehensive and should merely serve as a guide for some essential inspection activities. The full spectrum of fire safety measures will depend on your building, its specific systems, and your location. Contact your local authority having jurisdiction (AHJ) to learn specific requirements.

FIRE INSPECTION ITEM	CHECKED (Yes, No, N/A)
<b>Egress</b>	
Exit and emergency lights are operational	
Doors are unlocked during occupancy and swing freely in the direction of egress	
Egress paths and exist doors are clear and unobstructed	
<b>Electrical Safety</b>	
Electrical panels are accessible	
Extension cords are free of damage and used for temporary appliances only	
Surge protectors are connected directly to an outlet (not interconnected)	
Extension cords and surge protectors are not attached to the structure, don't extend through walls or ceiling, and don't run under doors or floor coverings	
Electrical wiring is not exposed; all electrical boxes and outlets are covered	
Breakers and main disconnects are labeled; open spaces in the breaker panel are covered	
<b>Housekeeping and Storage</b>	
Electrical, boiler, HVAC, and other mechanical rooms are free of storage	
The space is neat and orderly and free of accumulated debris	



Flammables and combustibles are stored in an approved container or cabinet	
<b>Fire Sprinkler Systems</b>	
System inspections have been completed Inspection Date: Inspection type:      Quarterly      Semiannual      Annual      5-Year	
System inspection documentation is on-site and accessible	
Noted deficiencies have been corrected	
Sprinkler heads are free of paint and corrosion and are unobstructed (18-inch clearance)	
<b>Fire Alarm System</b>	
System inspections have been completed Inspection Date: Inspection type:      Quarterly      Semiannual      Annual      5-Year	
System inspection documentation is on-site and accessible	
Noted deficiencies have been corrected	
Panel is in "normal" condition (if in "trouble" or "supervisory," the alarm company has been contacted)	
Manual pull stations are clear, visible, and accessible	
Fire alarm control panel location is marked and accessible	
<b>Fire Extinguishers</b>	
Annual inspection, testing, and maintenance has been completed Inspection Date:	
Monthly inspections are current, up-to-date, and documented	
Extinguishers are visible and accessible	
Extinguishers are in good condition and operational	
Extinguishers up to 40 lbs. are mounted 4"-5' above the finished floor	
Extinguishers above 40 lbs. are mounted 4"-3.5' above the finished floor	