

FIRE AND EXPLOSION CHECKLIST

	Y	N	N/A	Notes
Are building interior and exterior self-inspections performed at least annually to identify possible fire hazards?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Do dumpsters and trash containers have lids and are they kept closed at all times?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are contractors required to use a "hot work" permit checklist when applicable?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are electronic appliances unplugged when not in use?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are fire doors unobstructed and in good working condition?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Is the use of space heaters prohibited?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are portable fire extinguishers inspected and serviced by a professional annually?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are fire extinguishers properly mounted, and easily accessible? (on every floor level including balconies, maximum travel distance to an extinguisher locations 75')	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Have staff/volunteers received training on the use of fire extinguishers?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are smoke and carbon monoxide detectors installed in every room and hardwired with battery backup?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are alarm backup batteries replaced annually?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are smoke and carbon monoxide detectors in all sleeping areas (if any)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
When automatic sprinklers and fire alarms are present, are professionals used to monitor signals and perform periodic inspection/testing on the systems?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are records of sprinkler and alarm system inspections maintained?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are sprinkler heads in good condition (free of corrosion) and not coated with paint?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Is there 18" of clearance between sprinkler heads and any items or shelving?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Is storage of combustible materials such as office/housekeeping supplies prohibited inside dedicated utility, computer server, electric or telephone rooms?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are stairways and hallways kept clear and free of any storage items?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are excess stored materials discarded on a regular basis?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are flammable liquids and cleaning/painting supplies such as gasoline, aerosol paints, and paint thinner stored in securely closed metal cabinets? (preferably not in the main building)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Is all combustible storage kept at least 3' away from possible heat sources such as furnaces, water heaters, motors, and electrical panels?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are boiler/furnace rooms cleaned on a regular basis?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are laundry dryers vented to the exterior with metal exhaust ductwork?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are laundry dryer vents cleaned annually?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are lightning rods (air terminals) fully connected to ground without interruption?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	