



NORTH CENTRAL FIRE PROTECTION DISTRICT PRE-INSPECTION CHECKLIST

(Revised: 01/01/2019)

Please inspect your premises for the fire and life-safety items listed below. If items are in compliance with requirements, please place a check on the line. If items are not in compliance, please correct the item(s) as soon as possible. Our goal, as well as yours, is to maintain fire and life-safety and a pleasant environment for you and your patrons. Thank you for your prompt attention to these matters.

NOTE: This list is a general guideline only for common violations that can be readily determined by the occupant.

A. EXITS	
Doors/aisles are not obstructed.	Illuminated exit signs maintained in working order.
Proper locking devices/hardware on exit doors.	Clear access around building maintained.
Exit doors open easily.	Evacuation plans known by all employees.
Sign over door "This door to remain unlocked during business hours", if main entrance door is equipped with a double keyed deadbolt.	Doors with panic hardware shall have no other locking devices.

B. EXTINGUISHER/FIRE PROTECTION EQUIPMENT	
Extinguishers installed as required.	Commercial hood extinguishing system: 6 month service completed.
Extinguishers have been serviced within the past year and new service tag has been attached.	Class K fire extinguisher installed for commercial hood & duct system.
Extinguishers not obstructed.	Fire alarm system tested at least once a year.
Fire extinguisher is mounted and the top does not exceed 5 feet from floor.	18 inch clearance between storage and sprinkler head.

C. ELECTRICAL	
No extension cords used in place of permanent wiring.	Electrical panel is not overloaded/obstructed.
There are no spliced or frayed cords/wires.	No multi-plug adapters in use, other than approved power taps with surge protection.
Spacers in electrical panel gaps are installed.	Circuit breakers are labeled.
No broken or faulty switches or outlets.	Electrical cords do not extend through walls, ceilings, floors, under doors, or floor coverings.
No exposed wire not in conduit.	No missing/broken cover plates on switches or outlets.

D. APPLIANCE/MECHANICAL DEVICES	
No propane being used inside building.	All appliances are properly vented.

E. STORAGE/COMBUSTIBLE MATERIAL/HOUSEKEEPING	
No combustible material stored near ignition sources.	No accumulation of combustible material.
Storage of oily rags in non-combustible container w/lid.	Compressed gas cylinders secured.
Flammable liquids properly stored.	Area around building free of combustible material (weeds, trash, boxes, etc.).
"No Smoking" signs installed as required.	

F. MISCELLANEOUS	
Street address posted with minimum 4 inch numbers with contrasting background, visible from street.	