



Gates County PRE-FIRE INSPECTION CHECKLIST

Please inspect your premises for the fire and life-safety items listed below. If item is in compliance with requirements, please place a check on the line. If item is 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. **This list is a general guideline only for common violations that can be readily determined by the occupant.**

A. EXITS

- Exit Door/Aisle is not obstructed.
- Illuminated exit signs maintained in working order.
- Emergency lighting maintained in proper working order
- Proper lock/hardware on exit door. (No flush bolts, hasps, etc.)
- Clear discharge area around building exits maintained.
- Evacuation plans known by all employees.
- Exit door opens easily.
- Doors with panic hardware shall have no other locks.
- Sign over door "This door to remain unlocked during business hours," if main entrance door is equipped with a double keyed deadbolt.

B. EXTINGUISHERS/FIRE PROTECTION EQUIPMENT

- Extinguisher(s) installed as required.
- Hood extinguishing system 6-mo. Service
- Extinguisher has been serviced within the past year completed and new service tag has been attached.
- Class K extinguisher installed for commercial kitchen equipment.
- Fire Extinguishers not obstructed and mounted
- Fire extinguisher base no more than 4' feet from floor.
- Fire alarm system in proper working order. (Annual Alarm Test Records are kept)
- 18" clearance below sprinkler heads and storage.

C. ELECTRICAL

- No extension cords in use in place of permanent wiring.
- Electrical panel is not overloaded/obstructed/access blocked.
- No multi-plug adapters in use, other than approved power taps.
- There are no spliced or frayed cords/wires.
- Spacer(s) in electrical panel gap(s) provided.
- Circuit breakers are labeled.
- No broken or faulty switch/outlets.
- Electrical cords do not extend through walls, ceilings, floors, under doors, or floor coverings.
- No exposed wiring not in conduit.
- No missing/broken electrical cover plate(s).
- Approved power taps plugged directly into a wall outlet.

D. APPLIANCES/MECHANICAL DEVICES

- No propane tanks being stored/used inside the building.
- All appliances are properly vented.

E. STORAGE/COMBUSTIBLE MATERIAL/HOUSEKEEPING

- Street address posted with minimum 6" numbers with contrasting background, visible from street
- No combustible material stored near ignition source
- No accumulation of waste combustible materials.
- Storage of oily rags in non-combustible container w/lid.
- Compressed gas cylinders secured, includes "empties".
- Flammable liquid properly stored.
- Area around building free of combustible material (weeds, trash, boxes, etc.).
- "Fire Lane" signs installed as required.

The check list will assist occupants in surveying their building on a periodic basis and eliminate potential violations.

DO NOT mistake this as an official fire inspection checklist. This form just gives you a list of the common items that fail during an fire inspection. The Fire Inspector's official checklist is more extensive than this.