

General Fire Prevention

Use this checklist to ensure fire prevention measures conform to the general fire prevention requirements found in OSHA standards.

- ☐ Yes ☐ No Is the local fire department acquainted with your facility, its location, and specific hazards?
- ☐ Yes ☐ No If you have a fire alarm system, is it tested at least annually?
- ☐ Yes ☐ No If you have interior standpipes and valves, are they inspected regularly?
- ☐ Yes ☐ No If you have outside private fire hydrants, are they on a routine preventive maintenance schedule and flushed at least once a year?
- ☐ Yes ☐ No Are fire doors and shutters in good operating condition?
- ☐ Yes ☐ No Are fire doors and shutters unobstructed and protected against obstructions, including their counterweights?
- ☐ Yes ☐ No Are automatic sprinkler system water control valves, air pressure, and water pressure checked weekly or periodically?
- ☐ Yes ☐ No Has responsibility for the maintenance of automatic sprinkler systems been assigned to an associate or contractor?
- ☐ Yes ☐ No Are sprinkler heads protected by metal guards?
- ☐ Yes ☐ No Is proper clearance maintained below sprinkler heads?
- ☐ Yes ☐ No Are portable fire extinguishers provided in adequate number and type?*
- ☐ Yes ☐ No Are fire extinguishers mounted in readily accessible locations?*
- ☐ Yes ☐ No Are fire extinguishers recharged regularly with the recharge date noted on an inspection tag?*
- ☐ Yes ☐ No Are associates periodically instructed in the use of extinguishers and fire protection procedures?*

*(NOTE: Use of fire extinguishers is based on company policy regarding associate fire fighting in your Emergency Action Plan and local fire code.)

Completed by: _____

Date: _____