

ROSS VALLEY FIRE DEPARTMENT

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Fire Safety Self Inspection Checklist

ELECTRICAL:

- Extension cords are not being used as permanent wiring.
- Extension cords do not run through openings or attached in series.
- Wiring is in good condition and protected from damage.

EXITS:

- Doors with panic hardware do not contain other locks or latches.
- Exits, aisles, corridors, and exit ways are free from obstructions or storage.
- All exit doors are unlocked during business hours.
- All exit signs are illuminated at all times.

FIRE ALARM SYSTEMS:

- Fire alarm systems are in operable condition and are tested regularly.
- Every dwelling unit where there are sleeping quarters has a working smoke detector.

FIRE DOOR & RESISTIVE CONSTRUCTION:

- Fire doors are free of obstructions or alterations.
- Attic access and scuttle openings are closed.
- Fire resistive construction and occupancy separation is maintained.

FIRE EXTINGUISHERS:

- The minimum rating is provided.
- Extinguishers are mounted where readily available, with top not higher than 5 feet.
- Signs are posted indicating location where extinguishers are not readily visible.
- Each extinguisher is serviced and tagged by a California State licensee annually.

HEAT PRODUCING APPLIANCES:

- Electrical, Mechanical and Boiler rooms are kept free of storage.
- Clearance is provided between heat producing appliances and combustible material.

FIRE PROTECTION INSTALLATION:

- Access to, and operation of standpipes, fire hose, & sprinkler valves are maintained.
- Sprinkler system is inspected/maintained quarterly and records are maintained.
- Sprinkler valves are identified and secured in open positions.
- Spare sprinklers (six minimum) and sprinkler wrench is provided.

- Hood and duct extinguishing system over cooking equipment is inspected and serviced every six months.
- Sprinkler systems and standpipes have been serviced and certified within five years.
- Sprinkler system is free of decorations or other attachments.
- Damaged, corroded or painted sprinkler heads are replaced.

FLAMMABLE LIQUIDS:

- Class I (gasoline, etc.) liquids reduced to less than 5 gal. inside without a permit.
- Class II, III/solvents are reduced to 25 gallons total inside & 60 gallons outside without a permit.
- Flammable liquids are not being used for maintenance in assembly bldgs, offices, apts and motels.
- Class I (gasoline, etc.) liquids not being used for cleaning purposes.
- Flammable liquids are stored away from corridors, main aisles, stairways, and exit areas.

HOUSEKEEPING (INTERIOR):

- Combustible rubbish, waste material, and oily rags shall be stored in closed metal containers.
- Grease filters, and exhaust systems over cooking appliances are free of grease buildup.

RUBBISH (OUTSIDE ACCUMULATION):

- All weeds, grass, vines or other growth shall be maintained within 100 feet of structures.

SMOKING AND OPEN FLAMES:

- "NO SMOKING" signs are posted and enforced.

HAZARDOUS MATERIAL:

- Storage and use is regulated.

STORAGE:

- No storage is underneath stairway.
- Storage is arranged in an orderly manner so exiting and Fire Department access is provided.
- Storage height is reduced to at least two feet below ceiling and 18" below sprinklers.
- Compressed gas cylinders are secured and identified with name of product.
- Outside storage of combustible material is not located within 10 feet of the property line.

PERMITS:

- If required, permits are obtained.
- Permit conditions are complied.

PREMISES IDENTIFICATION:

- Numbers are placed on premises, plainly visible and legible from the street in contrasting colors.

***The above checklist may not be applicable to all occupancies.**

***This list helps to provide businesses and home owners direction as to what our inspectors look for when conducting their annual inspections.**