

# Warrensburg Fire Department

## Business Owner Fire Safety Inspection Checklist



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### Introduction:

*This checklist has been developed to aid in preparation for a fire safety inspection. This list is not to be considered all encompassing or complete, but to be used as a tool to help business owners prepare. At the time of inspection, the fire inspector may find violation or correction that may not be present on this form. Any questions or concerns should be addressed prior to the time of actual inspection.*

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### Address

- Visibility
    - Clearly posted
    - Visible from the street
  - Size
    - Minimum of 4 inches in height
  - Color
    - Contrasting from background
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### Exits

- Emergency Lighting
    - Operational
    - Battery backup working properly
  - Emergency Exit Signs
    - Operational
    - Properly illuminated at all time
    - Battery backup working properly
  - Exit Doors
    - Unlocked during business hours
    - Outward swinging to exterior
    - If equipped with "panic hardware" operating properly
  - Exits Obstructions
    - Clear of obstructions and debris
    - Minimum of 36 inches of width
    - Illuminated at all times
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### Extinguishers

- Proper size
  - Minimum of 2-A classification
- Inspection Records Maintained
  - Inspected annually by licensed inspector/current inspection tag
- Location

- Visible to public not obstructed or obstructed from view
- Maximum travel distance between extinguishers is 75 feet or less
- Properly Mounted
  - Use approved mounting bracket
  - Mounted at a height of no less than 4 feet and no more than 5 feet

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□ **Alarms, Sprinkler, and Hood Systems** (Where Required)

- System Maintained
  - All battery backup systems operational
  - Clear of debris; all system shut off valves readily accessible
  - Sprinkler systems clear 18 inches below sprinkler heads
  - Hood system clean
- Inspection Records Maintained
  - Inspected annually by licensed inspector/current inspection tag

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□ **Electrical**

- Wiring
  - All wiring must meet *ICC Electrical Code*
  - No exposed wiring
- Covers
  - Electrical boxes
  - Outlets
  - Switches
- Electrical Panel
  - 30 inches of clearance around panel
  - Panel covered
  - All breaker present (if breakers not present proper blanks in place)
- Extension Cords
  - NOT to be used
  - If needed outlet strips with over current protection are accepted
- Multi-plug Adapters
  - NOT to be used
  - If needed outlet strips with over current protection are accepted

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□ **Housekeeping**

- General Housekeeping
  - Overall cleanliness throughout structure
- Combustibles
  - No combustibles stored in furnace rooms or boiler rooms
  - Clearance of 2 feet below ceiling maintained in non-sprinkler protected structures
  - Oil rags properly stored in approved container
  - Combustible and flammable liquids stored properly
- Compressed Gas Cylinders
  - Must be properly secured

**Questions:**

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For any questions pertaining to your inspection and the process contact the

*Warrensburg Fire Department* at:

Fire and Emergency Prevention Office

**660-262-4654**

To schedule an inspection please call the

*City of Warrensburg* at:

**660-747-9131**