

FIRE INSPECTION CHECKLIST

During inspection, if discrepancies are found, they shall be documented below, and a re-inspection fee will be given. A re-inspection of all listed discrepancies WILL be required. Please email ALL results and building occupant contact information to esapp@effinghamcounty.org for re-inspections and record keeping for all commercial and industrial buildings.							
Re-Inspection Fee Schedule: \$100.00 First Failed Inspection / \$200.00 Second Failed Inspection / \$500.00 Third Failed Inspection Fee & Above							
	FIRE INSPECTION	PASS	FAIL	N/A			
ACCE	SS AND PREMISES						
1.	Address on building visible (not blocked) from road.						
2.	Knox Box present with working and/or labeled keys inside.						
3.	Fire Hydrant locations are easily identifiable, accessible to emergency personnel, and painted.						
4.	Fire Lanes must be accessible to emergency personnel, and free of debris/storage.		*				
5.	Click to enter / key codes must work for all new buildings (and existing commercial sites if applicable).						
6.	Permanent signage shall be provided on the exterior/interior side of all Fire Department access doors.						
7.	The fire department connections are visible and accessible (must not be blocked). Couplings or swivels are not damaged and rotate smoothly. Check FDC and Fire Hydrants.						
INTER	NIOR						
8.	All emergency lighting inside building and exit signage shall be inspected and approved.						



	FIRE INSPECTION	PASS	FAIL	N/A
9.	Emergency Fire/Life Safety Plan is on site and identifies locations of nearest exits, fire extinguishers, AED locations, and areas of refuge (if applicable).			
10.	Inspect AED (Automated External Defibrillator) equipment and ensure it is located within a AED cabinet and located in a readily accessible location. Test batteries to ensure they are working.			
11.	Exits doors and exit signs are not blocked, locked, hidden from view, and battery backup is working.			
12.	Verify locations of Areas of refuge/assisted rescue if applicable) and ensure those areas are clear from any obstructions (ie. emergency stairwells).			
13.	Verify location of Annunciator panel(s), and ensure it is working properly.			
14.	Verify fire protection systems/components and/or rooms (sprinkler risers, fire pump/riser rooms, sprinkler heads, fire extinguishers, etc.) are free from storage and debris, and these systems have been inspected (recently).			
15.	Ensure commercial cooking equipment has passed annual inspections, and grease accumulation isn't present/heavy in exhaust areas. (Class K Fire Extinguisher/commercial kitchen extinguishing agents).			
16.	Hand-held portable fire extinguishers are properly mounted with the top of the extinguisher not more than 5 feet above the floor when up to 40 lbs. or not more than 3 ½ feet above the floor if over 40 lbs., and the bottom at least 4 inches above the floor.			
17.	All electrical shall comply with the 2020 NEC (National Electrical Code) and 2018 IFC. Extension cords are not used as a substitute for permanent wiring. Extension cords are only used with portable appliances. Extension cords must be of a continuous length without splices).			
18.	All electrical panels and emergency shut offs must be inspected and labeled.			
19.	*Field testing of radio signal strength must be conducted within and outside of structure. The signal must be strong and working.			



FIRE INSPECTION	PASS	FAIL	N/A
Emergency responders should be able to communicate to dispatch and each other.			
20. Hazardous, flammable, and combustible liquids/chemicals must be stored properly and easily identified. MSDS Sheets must be present and within a conspicuous location.			
21. All empty or unused flammable and combustible liquid containers and tanks shall be stored as if they are full, or have been removed and disposed of properly			
22. All smoke/CO detectors are installed and working.			
PASS	L/REINSPECTION		
Owner Signature/Date Insp	ector Signature/Date		

