



## Fire & Life-Safety Inspection Checklist for Businesses

### Permits

- Businesses require a Business License. For License application or renewal call: **(760)744-1050 Extension 3101**

### Access

- 'Knox Box' contains Master Keys for access to ALL building areas.
- Address for commercial buildings are 12" in height, contrasting, and visible from the streets.
- Suite numbers are 4" in height and properly displayed on front and rear doors.
- Fire Lanes shall be clearly marked, identifiable, maintained, and unobstructed.
- Labels are posted for utility rooms such as Fire Alarm, Sprinkler Risers, and Electrical rooms.

### Exits

- Exit doors, aisles, and stairways shall ALWAYS remain unobstructed.
- Exit doors must be single action lever, openable from inside without key or special knowledge.
- Exit doors are equipped with panic hardware when occupant load exceeds 50 or more persons.
- Exit doors shall open in the direction of egress when occupant load exceeds 50 or more persons.
- Exit signs are properly illuminated when two or more exits are required.
- Emergency lighting and back up batteries are operational where installed.
- Fire rated doors are maintained, self closing, and undamaged.

### Fire Protection Systems

- Fire Alarm Systems shall be annually inspected per NFPA 72.
- Fire Sprinkler Systems shall have their 5 year certification by a C16 Fire Protection Contractor.
- All control valves for the Fire Sprinkler System shall be labeled and locked in the open position.
- Fire protection equipment such as fire hydrants, risers, control valves shall have a 3' clearance.
- Kitchen hood suppression systems shall have proper coverage and serviced every 6 months.
- Alternative fire extinguishing systems (Spray Booths, FM200) shall be serviced every 6 months.

### Fire Extinguishers

- Fire extinguishers shall be serviced annually, on discharge, or when tampered.
- A minimum 2A:10BC rated fire extinguishers shall be mounted 3-5' above the floor.
- Location of fire extinguishers shall not exceed 75' travel distance.
- Class K extinguisher is provided within 30' of commercial cooking equipment.

### Electrical

- Extension cords and multi-plug adapters are not used as permanent wiring.
- Cords are not damaged, spliced, or extending through walls, ceilings, floors, & under doors.
- Circuit breakers have a clearance of 30", proper labels, & cover panels for blank/missing breakers.
- Cover plates are present on all electrical outlets and junction boxes.



### General Fire Safety

- Combustible storage below ceiling is maintained at least 24" below ceiling (18" Sprinklered).
- Combustible storage is not located in utility service rooms.
- Housekeeping is maintained and storage is neat and orderly.
- Dumpster clearance is a minimum of 5' from combustibles and lids are in a closed position.
- Exhaust hood filters/ducts above cooking appliances are maintained to prevent grease accumulation.
- Fire rated doors, ceilings, walls, and floors, are free of penetrations or damage.
- Fire rated doors are self-closing, latching, and undamaged.
- Ceiling tiles are in place and not missing or damaged.

### Flammable Liquids and Hazardous Materials

- Flammable liquids are labeled and stored in original containers or approved safety cans.
- Flammable liquids exceeding 10 gallons are stored in an approved cabinet.
- Secondary containment is provided for all hazardous liquids exceeding 55 gallons.
- Grounding & bonding is provided for flammable liquids dispensed from one container to another.
- Class I & II liquids are not stored in A, E, I, R occupancies. (Except for maintenance purposes, 5 gallons or less in approved containers.
- Self closing metal or listed containers is used for the storage of oily rags or similar materials.
- Compressed gas cylinders are properly labeled and secured with a chain or rack.
- Signage according to NFPA 704 standards identify hazards on sites.
- Material Safety Data Sheet, MSDS, is readily available on the premises.