

# BUSINESS INSPECTIONS

The following items listed are things the fire department will be checking at your place of business during both Certificate of Occupancy and Annual Business inspections. Our goal, as well as yours, is to maintain fire and life-safety and a pleasant environment for you and your patrons. Thank you for your prompt attention to these matters.

## A. Exits

- Door/Aisle is not obstructed
- Illuminated "EXIT" signs maintained and in working order
- Proper lock/hardware on exit door (no flush bolts, hasps, etc.)
- Exit door opens easily
- Sign over door "THIS DOOR TO REMAIN UNLOCKED DURING BUSINESS HOURS"
- Clear access around building maintained
- Evacuation plans are known by all employees
- Doors with panic hardware shall have no other locking devices

## B. Extinguishers/Fire Protection Equipment

- Extinguisher(s) are installed as required
- Extinguisher has been serviced within the past year and new service tag(s) attached
- Extinguisher is not obstructed
- Fire extinguisher top does not exceed 5' from floor as mounted
- Hood extinguishing system 6-month service completed
- 40B or Class K extinguisher installed for Hood & Duct system
- Fire alarm system in proper working order with records kept and maintained
- 18" clearance between storage and sprinkler head

## C. Storage, Combustible Materials and Housekeeping

- No combustible material stored near ignition source
- Storage of oily rags in non-combustible container with a lid
- Flammable liquid is properly stored
- "No Smoking" signs installed as required
- No accumulation of combustible material
- Compressed gas cylinders are secured
- Area around building is free of combustible material (weeds, trash, boxes, etc.)

## D. Electrical

- No extension cords to be used in place of permanent wiring
- There are no spliced or frayed cords or wires
- Spacer(s) in electrical panel gap(s) provided
- No broken or faulty switch/outlet
- No exposed wire not in conduit
- No missing/broken electrical cover plate(s)
- Electrical panel is not overloaded and/or obstructed
- No multi-plug adapters in use, other than approved power taps
- Circuit breakers are clearly labeled
- Electrical cords do not extend through walls, ceilings, floors, under doors, or floor covering

**E. Appliances and Mechanical Devices**

- No propane being used in building
- All appliances are properly vented

**F. Miscellaneous**

- Street address posted with minimum of 4" numbers with contrasting background, visible from street