

MONTHLY FIRE PREVENTION INSPECTION CHECKLIST

Name of Home: _____ Date: _____

Conducted By: _____

	YES	NO	N/A
HOUSEKEEPING			
Is there any obstruction or impediment in the path of the normal or emergency exit?			
Are there any accumulations of trash, debris, or waste?			
Are any electrical cords placed underneath a carpet or rug?			
EXIT SIGNS or Exit Diagram			
Are all 'EXIT' doors provided with an 'EXIT' sign or is an exit diagram posted?			
FIRE EXTINGUISHERS			
Are all portable fire extinguishers in their place, unobstructed, easily visible, and readily accessible?			
Does the gauge on all the portable fire extinguishers indicate that they are full and charged?			
Are all portable fire extinguishers properly identified and tagged with current annual inspection tags?			
Is the pin secured in the control handle of the portable fire extinguishers by an unbroken plastic seal or equivalent?			
ELECTRICAL PANELS/COVERS			
Are childproof plastic covers for electrical outlets properly installed on all accessible outlets or equivalent?			
Is there a minimum of three feet of clearance from all electrical panels?			
Is your electrical inspection sticker current? (Electrical inspection required every three years.)			
FIRE ALARM SYSTEM			
Are rooms used as sleeping areas equipped with "hard wired" smoke alarms?			
Are all smoke alarms/carbon monoxide detector(s) operational?			
Were batteries tested in smoke alarms/carbon monoxide detector?			

FIRE DRILL:

Date: _____ Time: _____ Evacuation Time: _____ Number of Children: _____

Number of Adults: _____ Exit Used: Primary or Secondary (circle one)

Comments: _____