



www.rohenfire.ca

FIRE INSPECTION CHECKLIST

As a business owner or facility manager, having a fire inspection checklist can help ensure the safety and security of your property and personnel. Some of the items on your checklist may be handled internally, while others require a trained Fire Service Professional. Below is a list to be sure you are doing what's needed to mitigate the threat of fire damage.

For each item identified below, enter an X in the column to the right that best corresponds.

Survey Item	Answer		
	Yes	No	Unsure, N/A
1. If your fire alarm isn't properly maintained, it's not going to work when you need it most. Is your fire alarm system being maintained as per ULC and Ontario Fire codes?			
2. Your fire sprinkler system is a very important line of defense in penetrating the spread of fire. Are you maintaining your fire sprinkler system according to NFPA 25 Ontario fire codes and in accordance with your insurance company's requirements?			
3. Unless you have only a small amount of storage in your facility, you may be privy to fire code regulations related to how much is being stored, where it's being stored (such as in basements or high-pile warehouses) and how it's being stored (such as in approved storage cabinets). Are your stored items being stored in accordance with the fire code?			
4. Fire extinguishers have to be inspected monthly and serviced as per NFPA 10. Similar to any piece of equipment, extinguishers need to be checked to ensure they are functional. They can lose pressure, show signs of corrosion and leak. Are your fire extinguishers being inspected on a consistent basis in accordance with NFPA 10?			
5. Diethyl ether, ethylene oxide, some light crude oils, lacquers, lacquer thinners and some paints are flammable and have special storage needs away from combustible liquids such as cooking oils, lubricating oils and motor oil. Are you safely storing flammables away from combustibles?			
6. Be sure you have a fire escape plan and that everyone in your building knows what it is and how to follow it. It should be plainly marked and posted. Exits — always left unlocked from the inside during working hours — should also be plainly marked, oftentimes with a lighted sign. Does your facility have an approved fire safety plan in place?			



www.rohenfire.ca

7. If you do have an approved Fire Safety Plan in place, are you familiar with your evacuation process in the event of an emergency?			
8. If you do have an approved Fire Safety Plan in place, is the plan kept in an approved Fire Safety Plan Box?			
9. When a fire is small, a portable fire extinguisher can be very useful in extinguishing flames or keeping them from spreading. Are all your fire extinguishers mounted, accessible and visible?			
10. Are all employees and personnel trained on the proper use of your portable fire extinguisher[s]?			
11. Fire hydrants and connections should be highly visible and easy for your local fire department to find and use. Is the area around your hydrant free from debris and vegetation?			
12. It is very important to keep your fire inspection records handy so that you can easily produce them if they are requested. Can you quickly and easily provide the last 2 years of documentation?			
13. If dumpsters are located too close to a combustible wall, roof overhang, window or door, a fire inside of them can spread to a building. Is your dumpster located in a safe place?			

Score Your Responses: If you answered “no” or unsure to any of these questions, we encourage you to consult with a qualified fire safety professional and be sure that your processes are brought up to safety standards, both for code compliance and to minimize risk of potential harm to people and property.

At Rohen Fire, our entire inspection process is based on stringent applicable NFPA, ULC, Ontario Fire and Ontario Building Codes. We use hundreds of checklists to maintain a track record of excellence. If you need more information about this Fire Inspection Checklist, or if you have a question about fire protection safety, give us a call at 416-291-8127 or visit our blog. Your Safety is our Business.