**General Fire Inspection Hazards Checklist**

1. Building has address number (minimum of 4 inches) displayed so as to be plainly visible from the street.
2. Buildings equipped with fire protection, detection systems, ANSUL cooking hood, or have an operating permit require the installation of a Knox Key Box.
3. Exits/egress are not locked or obstructed from inside the building and are lighted. (keyed and surface bolts prohibited)
4. Fire sprinkler/alarm and kitchen fire suppression systems are not impaired and have been serviced, tested and inspected by qualified tech. Records are available for inspection.
5. Fire extinguishers are checked monthly and tagged annually.
6. Employees are trained with fire extinguishers, fire protection equipment and emergency procedures and quarterly evacuation drills.
7. Fire doors are not wedged or blocked open. Inspected annually for function and damage.
8. Do not hang or cover ceilings or walls with combustible material/decorations.
9. Open flame is not used in areas of assembly or egress.
10. There are no open/exposed electrical wiring or hazards. Extension cords are not used on permanent appliances.
11. Heating equipment operates properly. Only approved heating equipment in assembly space. Natural gas valves are accessible.
12. Flammable liquids are not stored inside building.
13. Trash and combustible waste must be stored in metal containers with a lid.
14. Storage of combustibles - limited to 24 inches from ceiling without sprinkler or 18 inches from sprinkler equipped ceiling.
15. Exit signage properly illuminated and emergency lighting functional. Requires 90-minute annual testing documentation.
16. Elevator and boiler inspections up to date.
17. CO alarms with 6-year battery are required one every 10,000sq ft per floor with source in commercial buildings.