



CITY OF BRECKSVILLE

Fire Department



LIFE SAFETY PRE – INSPECTION CHECKLIST

Please inspect your premises for the fire and life safety items listed below. If item is in compliance with requirements, please place a check on the line. If item is not in compliance, please correct the item(s) as soon as possible. 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. Correction of these items prior to your Fire and life Safety inspection will ensure an expedient, smooth inspection.

A. Exits

- Exit doors and access aisles not obstructed.
- Proper lock/hardware on exit door. (No flush bolts, barrel bolts, hasps, etc.)
- Exit door opens easily.
- Sign at the door "This door to remain unlocked during business hours, if main entrance door is equipped with a double keyed deadbolt.
- Illuminated exit signs maintained in working order. Clear access around building maintained. Evacuation plans known by all employees.
- Doors with panic hardware are all in proper working order.

B. EXTINGUISHERS / FIRE PROTECTION EQUIPMENT

- Extinguisher(s) installed as required
- Hood extinguishing system 6 month. Service.
- Extinguisher has been serviced within the past year and new service tag has been attached.
- Class k extinguisher installed for cooking operations with an exhaust suppression system installed.



Brecksville Fire Department

___ Emergency Lighting Fixtures tested and working.

___ Fire alarm system tested by a licensed fire alarm contractor within the last year.
(Records produced at time of inspection)

___ Fire Sprinkler System tested by a licensed sprinkler contractor within the last year.
(Records produced at time of inspection)

C. ELECTRICAL

___ No extension cords in use in place of permanent wiring.

___ There are no spliced or frayed cords / wires.

___ Spacer(s) in electrical panel gap(s) provided. No broken or faulty switch / outlets.

___ No exposed wire not in conduit.

___ No missing / broken electrical cover plate(s).

___ Electrical panel is not overloaded / obstructed.

___ An area of 30 inches wide, 36 inches dep and 78 inches tall around the electrical panel is free from combustible storage.

___ No multi – plug adapters in use, other than approved UI listed surge protectors.

___ Circuit breakers are labeled. No combustible product (tape or paper) attached to the breaker or panel.

___ Electrical cords do not extend through walls, ceilings, floors, under doors or floor coverings.

D. APPLIANCES / MECHANICAL DEVICES

___ No unapproved heating devices being used in building.

___ All appliances are properly vented and in working order.

E. STORAGE / COMBUSTIBLE MATERIAL / HOUSEKEEPING

___ No combustible material stored near ignition source.

___ No accumulation of combustible material.

Brecksville Fire Department

___ Storage of oily rags in non – combustible container with lid.

___ Compressed gas cylinders secured.

___ Flammable Liquid(s) properly stored in approved containers or storage cabinets.

___ Area around building free of combustible material (weeds, trash, boxes, etc.)

___ No Smoking – signs installed as required.

___ Storage of materials is 2 feet below the ceiling in all areas of the building.

___ Chemicals inventoried and Material Safety Data Sheets obtained for all chemicals used and stored. Employees are trained on where to find these sheets in an emergency.

___ 18 inch clearance between storage and sprinkler heads in occupancies with a fire sprinkler system installed.

___ Adequate clearances maintained around heating appliances (storage one foot or more away from devices).

___ Storage at least 30 inches wide, 36 inches deep and 78 inches in height away from electrical panels.

___ Fire doors in proper position (open or closed depending upon design operation) and not damaged.

___ All storage in neat, orderly manner with adequate access aisles maintained.

___ All acoustical ceiling tile installed and in proper position for Fire rated ceiling assemblies.

F. MISCELLANEOUS

___ Street address posted with minimum 4 inch numbers with contrasting background, visible from street.

___ If required, emergency evacuation plans and evacuation drills conducted and properly documented.

___ If required, staff member's property instructed to use fire extinguishers (documentation of training is required to be maintained).

Brecksville Fire Department

_____ If required, Fire lane pavement markings and signs maintained in legible condition.

_____ KNOX Box keys are proper keys.

NOTE: This list is a general guidelines only for common violations that can be readily determined