

Life Safety Equipment Checklist

Suggested frequency at least once per year

Municipality				Inspection Date: / /201
Name of Inspector:				Title:
Location Surveyed:				
#	Needs work	OK	N/A	Item <small>Write line # & comments on back for each needs work item</small>
Is there an AED unit in the facility Y N I yes suggest use of separate AED Checklist				
Fire Doors (Source NFPA 80 - 2013 & NFPA 101)				
1.				All latching hardware is operational? No secondary locks?
2.				Panic hardware provided where occupancy exceeds 50 persons?
3.				Do self-closing devices, where fitted, operate efficiently, closing door completely against its stops?
4.				Doors open & close freely? Both leaves of double doors open?
5.				All doors swing in the direction of egress, unless for single office?
6.				Are any doors blocked by equipment, waste material or other items?
7.				Fire doors are identified by a plate affixed to either the inside edge of the door or the door frame? Windows have wire glass?
8.				Doors are not held open unless some type of automatic release mechanism is in place? No wedges or boxes!
Emergency lights (Source NFPA 101 & 29 CFR 1910.39)				
9.				Lights along all routes of egress (hallways) from the building?
10.				Emergency fixtures in each rest room?
11.				Each fixture uniquely identified, for maintenance purposes?
12.				Lights tested minimum of quarterly?
13.				Lamps illumine within 10 sec. if powered by emergency generator?
Exit Signs and illuminated fixtures (Source NFPA 101 - 2015)				
14.				Self-illuminated signs available by every ground level doorway?
15.				Other signs direct persons towards exits?
16.				Each fixture uniquely identified, for maintenance purposes?
17.				All Signs illuminated continuously?
18.				E-Lights tested minimum quarterly? Low voltage lamps illumine?
19.				Inventory maintained for "Tritium" signs - 10 year replacement?
20.				Doors to basement, utility closets, etc identified as "not an exit"?
21.				At least 1 fixture provides outside illumination at exterior doors?
Evacuation Alarm Systems (Source NFPA 72 - 2013)				
22.				Manual activation, (pull boxes) provided at all ground level exits?
23.				Either strobe lights & audible horns or bells provided?
24.				Low volume alarms and lights placed in each rest room?
25.				A Strobe unit is visible from all areas in assembly areas?
26.				Alarm system is inspected by vendor annually?
27.				Alarm sound is distinguishable above ambient noise level?
28.				If there is a PA system can it be heard in all areas?