

Fire Company Hazard Survey

NAME OF BUSINESS _____ BLDG: _____

A. BUILDING EXTERIOR

Yes No N/A

- | | | | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is the building address plainly visible from the street and a minimum of 4" numbers? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is the fire lane for emergency vehicles clear and unobstructed for vehicle access? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are all dumpsters at least 5' away from combustible walls and roof eaves? General roll carts are permitted. |

B. MEANS OF EGRESS

- | | | | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are aisles, stairs, and exits clear and unobstructed? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Do all exit doors open easily from the inside? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Do doors with panic hardware have no other locking devices? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Do exit doors have only one approved locking device? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | In group (A)Assembly, (E)Educational, (H)Hazardous, (I)Institutional, and (R)Residential are evacuation plans posted and practiced? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are the exit and emergency lights working? |

C. FIRE EXTINGUISHERS

- | | | | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Do extinguishers have a current inspection tag? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are extinguishers easily seen, accessible, unobstructed by merchandise and storage items, and within 75' maximum travel distance? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are extinguishers that are less than 40 lbs. mounted with the top between 3.5' and 5' from the floor? Extinguishers over 40 lbs. can be mounted no higher than 3.5'. |

D. ELECTRICAL

- | | | | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are all electrical cords in good condition with no cuts, nicks, splices, or loose connections? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are extension cords being used properly as temporary wiring only? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are multi-plug outlets plugged directly into an outlet? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are all junction boxes enclosed with approved covers and/or are all wiring splices inside the junction box? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Do electrical panels have 30" of clearance for easy access and are the breakers labeled? |

E. STORAGE

- | | | | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | In storage areas, is there a 2' clearance from the storage to the ceiling? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are all exit ways, stairways or ramps, near heating devices, and in electrical or mechanical rooms, free of combustible materials? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are flammable and combustible liquids for maintenance in excess of 10 gallons stored in an approved cabinet? |

Signature of Owner/Occupant: _____ Date: _____

Performed by: _____

Workplace Safety Checklist

This guide sheet is provided to assist you in keeping a safe workplace and to inform you of commonly found safety hazards that are your responsibility to address and eliminate. Some of these items may, or may not, be noted on your inspection form.

This guide sheet is not intended to identify all the hazards that may exist in your workplace and does not relieve you of responsibility to abate any safety hazard not listed.

Thank you.

- ☐ Maintain a clear and unobstructed fire lane for emergency vehicle access.
- ☐ Your portable fire extinguisher(s) need to be easily seen and accessible. Do not block them with merchandise or storage items. Make sure they are mounted no higher than five feet from the floor.
- ☐ To maintain your fire extinguisher, it requires re-certification and tagging once a year by a company licensed in South Carolina. Also, make sure your employees know where the extinguishers are located, and how to use them.
- ☐ Emergency escape out of your business is through the exit doors. Do not lock them during business hours. Make sure to keep storage and merchandise items clear of the exits. Make sure the bulbs in the exit signs are all working, and that your emergency lights will function, when needed.
- ☐ Poorly maintained electrical cords and appliances are one of the causes of fires in businesses. Make sure all electrical cords are in good condition, without any cuts, nicks, splices, or loose connections.
- ☐ Do not use extension cords in place of permanent wiring. Multi-plug outlets must be of the approved type, i.e. a power strip with a circuit breaker.
- ☐ Make sure to keep all of the circuits in your electrical panel labeled. In the event of a fire, many times the specific area can be shut off without interrupting power to the whole building.
- ☐ Keep the height of storage items at least two feet from the ceiling to allow firefighters better access during interior firefighting. If your business has an automatic fire sprinkler system, this clearance allows for more effective distribution of the water to control the fire.
- ☐ Electrical, mechanical, and equipment rooms should be kept free from any combustible materials, including wood, papers, rags, etc. These materials can add to the building's fire load.
- ☐ If you have flammable or combustible liquids in excess of 10 gallons, they must be stored in an approved cabinet. These cabinets are constructed to store flammables inside your business. It is preferred that unnecessary amounts are not stored, due to the increased fire load. Some examples of what can be stored in the cabinet are: paints, glue, spray paints, gasoline, and some cleaning solvents.
- ☐ We encourage you to post an emergency evacuation plan/map and practice exit drills.
- ☐ Please remove combustible trash from your business as it accumulates, or daily if necessary, to reduce the presence of easily ignitable materials.
- ☐ If space heaters are used, ensure they are a safe distance (min. 3 ft.) away from combustible materials such as cardboard boxes, wastebaskets, etc.

For Questions, please call the Clarendon County Fire Marshal's Office at (803)435-4075.