Laurencia Fire Dept.

Inspection Checklist and Notice of Violation

Section A: General

- ☐ **A-1:** An inspection, test, and maintenance log for the fire alarm system has not been maintained.
- ☐ **A-2:** An inspection, test, and maintenance log for smoke detectors has not been maintained.
- ☐ **A-3:** An inspection, test, and maintenance log for the fire sprinkler system has not been maintained.
- ☐ **A-4:** An inspection, test, and maintenance log for the standpipe system has not been maintained.
- ☐ **A-5:** An inspection, test, and maintenance log for the fire pump has not been maintained.
- ☐ **A-6:** An inspection, test, and maintenance log for the fire hydrants has not been maintained.
- ☐ **A-7:** An inspection, test, and maintenance log for fire suppression systems has not been maintained.
- ☐ **A-8:** An inspection, test, and maintenance log for the fire extinguishers has not been maintained.
- ☐ **A-9:** An inspection, test, and maintenance log for exit and emergency illumination has not been maintained.
- ☐ **A-10:** An inspection, test, and maintenance log for fire doors, dampers, and shutters has not been maintained.
- ☐ **A-11:** An inspection, test, and maintenance log for stair pressurization systems has not been maintained.
- ☐ **A-12:** An inspection, test, and maintenance log for the emergency generator has not been maintained.
- ☐ **A-13:** An inspection, test, and maintenance log for smoke evacuation and containment systems not maintained.
- ☐ **A-14:** Documentation showing that fire exit drills are regularly conducted has not been maintained.
- ☐ **A-15:** Documentation that fire fighter service elevators are operated monthly has not been maintained.
- ☐ **A-16:** Documentation that hotel emergency organization drills are performed has not been maintained.
- ☐ **A-17:** Written emergency instructions meeting the life safety code for residents or guests not provided.
- ☐ **A-18:** Other inspection, test, and maintenance log listed within the remarks section has not been maintained. (See Remarks)

Remarks *(Indicate specific item number cited.)* .....

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Section B: Means of Egress

- ☐ **B-1:** The means of egress has been obstructed
- ☐ **B-2:** Exit doors are locked when the building is occupied.
- ☐ **B-3:** Door locks or latches do not meet NFPA 101, *Life Safety Code®*, 2009 Edition.
- ☐ **B-4:** Delayed egress locks do not meet all NFPA 101, *Life Safety Code®*, 2009 Edition criteria.
- ☐ **B-5:** Access control locks do not meet all NFPA 101, *Life Safety Code®*, 2009 Edition criteria.
- ☐ **B-6:** Electromagnetic hold open devices not maintained or provided.
- ☐ **B-7:** Required panic hardware not provided or maintained per NFPA 101, *Life Safety Code®*, 2009 Edition.
- ☐ **B-8:** Fire exit hardware not provided or maintained per NFPA 101, *Life Safety Code®*, 2009 Edition.
- ☐ **B-9:** Exits not provided or maintained per NFPA 101, *Life Safety Code®*, 2009 Edition.
- ☐ **B-10:** Exit signs and exit directional signs not provided or maintained per NFPA 101, *Life Safety Code®*, 2009 Edition.
- ☐ **B-11:** Exit illumination not provided or maintained per NFPA 101, *Life Safety Code®*, 2009 Edition.
- ☐ **B-12:** Emergency lights not provided or maintained per NFPA 101, *Life Safety Code®*, 2009 Edition.
- ☐ **B-13:** Exit corridors not provided or maintained per NFPA 101, *Life Safety Code®*, 2009 Edition.
- ☐ **B-14:** Interior finish within the means of egress does not meet NFPA 101, *Life Safety Code®*, 2009 Edition.
- ☐ **B-15:** Stairs handrails and guardrails not provided or maintained per NFPA 101, *Life Safety Code®*, 2009 Edition.
- ☐ **B-16:** Exit discharge not provided or maintained to a public way.
- ☐ **B-17:** Open flames or flame producing devices located in means of egress.
- ☐ **B-18:** Other violations listed within the remarks section. (See Remarks)

Remarks *(Indicate specific item number cited.)* .....

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Section C: Fire Alarm Systems

- ☐ **C-1:** Fire alarm system inspection tag missing or is not current.
- ☐ **C-2:** Fire alarm system needs inspection, test, and maintenance per NFPA 72, *National Fire Alarm and Signaling Code*, 2010 Edition.
- ☐ **C-3:** The number and location of the fire alarm circuit breaker is not indicated at the fire alarm control panel.
- ☐ **C-4:** A lock out device for the fire alarm circuit breaker to the fire alarm control panel is missing.
- ☐ **C-5:** Fire alarm control equipment is missing protection by a smoke or heat detector interconnected to the fire alarm control panel.
- ☐ **C-6:** A zone indicator map/display has not been provided at the fire alarm control panel or fire alarm enunciator panel.
- ☐ **C-7:** Remote station monitoring required by code has not been provided.
- ☐ **C-8:** Emergency contacts have not been posted at the main entry door.
- ☐ **C-9:** Fire alarm conduit, cabling, or wiring has been damaged.
- ☐ **C-10:** Other violations listed within the remarks section. (See Remarks)

Remarks *(Indicate specific item number cited.)* .....

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Section D: Smoke and Heat Detectors

- ☐ **D-1:** Smoke detectors not inspected, tested, and maintained per NFPA 72, *National Fire Alarm and Signaling Code*, 2010 Edition.
- ☐ **D-2:** Smoke detectors in need of sensitivity testing.
- ☐ **D-3:** Smoke detectors need to be relocated to meet NFPA 72, *National Fire Alarm and Signaling Code*, 2010 Edition.
- ☐ **D-4:** Required smoke detectors are missing.
- ☐ **D-5:** Heat detectors not inspected, tested, and maintained per NFPA 72, *National Fire Alarm and Signaling Code*, 2010 Edition.
- ☐ **D-6:** Heat detectors need to be relocated to meet NFPA 72, *National Fire Alarm and Signaling Code*, 2010 Edition.
- ☐ **D-7:** Required heat detectors are missing.
- ☐ **D-8:** Other violations listed within the remarks section. (See Remarks)

Remarks *(Indicate specific item number cited.)* .....

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Section E: Automatic Sprinkler Systems

- ☐ **E-1:** Hydraulic calculation or pipe schedule data plate missing or not provided.
- ☐ **E-2:** Sprinkler system needs inspection, testing, and maintenance per NFPA 25, *Standard for the Inspection, Testing, and Maintenance of Water-Based Fire Protection Systems*, 2008 Edition.
- ☐ **E-3:** Sprinkler system riser inspection tag missing or is not current.
- ☐ **E-4:** Sign indicating location of fire department connection missing.
- ☐ **E-5:** Access to fire department connection is obstructed.
- ☐ **E-6:** Fire Department connection caps missing or not provided.
- ☐ **E-7:** Labels for sprinkler system valves missing or labels are not provided.
- ☐ **E-8:** Post indicator and backflow preventer valves are missing locks and chains.
- ☐ **E-9:** Post indicator valves are not provided with signs identifying systems, buildings, or areas controlled.
- ☐ **E-10:** No spare head cabinet containing sufficient sprinkler heads and wrenches has been provided.
- ☐ **E-11:** Automatic sprinkler coverage is missing or in inadequate.
- ☐ **E-12:** Sprinkler system coverage obstructed.
- ☐ **E-13:** Remote station monitoring by a UL® listed central station facility has not been provided.
- ☐ **E-14:** Other violations listed within the remarks section. (See Remarks)

Remarks *(Indicate specific item number cited.)* .....

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Section F: Standpipe Systems

- ☐ **F-1:** Standpipe system riser missing inspection tag or is not current.
- ☐ **F-2:** Standpipe system in need of inspection, testing, and maintenance per NFPA 25, *Standard for the Inspection, Testing, and Maintenance of Water-Based Fire Protection Systems*, 2008 Edition.
- ☐ **F-3:** Warning labels denoting pressures exceed 100 PSI not provided at fire hose valves.
- ☐ **F-4:** Hose valve caps are missing from hose valve outlets.
- ☐ **F-5:** Access to standpipe risers, fire hose cabinets, or fire hose valves is obstructed.
- ☐ **F-6:** Fire hose needs inspection, testing, and maintenance per NFPA 25, *Standard for the Inspection, Testing, and Maintenance of Water-Based Fire Protection Systems*, 2008 Edition.
- ☐ **F-7:** Pressure reducing valves need inspection, testing, and maintenance per NFPA 25, *Standard for the Inspection, Testing, and Maintenance of Water-Based Fire Protection Systems*, 2008 Edition.
- ☐ **F-8:** Standpipe system pressure gauge is missing or is not working.
- ☐ **F-9:** Hose valve cabinet or hose valve rack is damaged.
- ☐ **F-10:** Other violations listed within the remarks section. (See Remarks)

Remarks *(Indicate specific item number cited.)* .....

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Section G: Fire Pumps and Fire Pump Rooms

- ☐ **G-1:** Fire pump is in need of inspection, testing, and maintenance per NFPA 25, *Standard for the Inspection, Testing, and Maintenance of Water-Based Fire Protection Systems*, 2008 Edition.
- ☐ **G-2:** Fire pump room is being used for storage.
- ☐ **G-3:** Signage identifying the fire pump room has not been provided.
- ☐ **G-4:** Weekly automatic fire pump run times are not conducted.
- ☐ **G-5:** Required fire pump room heater is missing or is in need of repair.
- ☐ **G-6:** Required fire pump room emergency lighting is missing or is in need of repair.
- ☐ **G-7:** Required fire pump room ventilation is missing or is in need of repair.
- ☐ **G-8:** A 4A60BC-rated fire extinguisher has not been provided in the fire pump room.
- ☐ **G-9:** Other violations listed within the remarks section. (See Remarks)

Remarks *(Indicate specific item number cited.)* .....

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Section H: Commercial Cooking Equipment

- ☐ H-1: Commercial cooking equipment in need of repairs.
- ☐ H-2: Fire suppression systems in need of semi-annual inspection.
- ☐ H-3: Hood/duct exhaust systems in need of cleaning.
- ☐ H-4: BC-rated fire extinguisher of appropriate size is not provided.
- ☐ H-5: Cooking appliances not protected with fire suppression system or coverage is incorrect.
- ☐ H-6: Hood duct exhaust system is not provided with listed grease extraction filters.
- ☐ H-7: Other violations listed within the remarks section. (See Remarks)

Remarks *(Indicate specific item number cited.)* .....

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Section I: Fire Extinguishers

- ☐ **I-1:** Fire extinguishers missing inspection tags or tags are not current.
- ☐ **I-2:** Fire extinguishers need inspection, testing, maintenance per NFPA 10, *Standard for Portable Fire Extinguishers*, 2007 Edition.
- ☐ **I-3:** Fire extinguisher(s) not provided.
- ☐ **I-4:** Travel distance to reach fire extinguisher(s) needs to be reduced.
- ☐ **I-5:** Fire extinguisher(s) not located so as to be visible and accessible.
- ☐ **I-6:** Fire extinguishers are mounted greater than 60 inches above finish floor.
- ☐ **I-7:** Other violations listed within the remarks section. (See Remarks)

Remarks *(Indicate specific item number cited.)* .....

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Section J: Fire Hydrants

- ☐ **J-1:** Height of fire hydrant above finished grade does not meet NFPA 24, *Standard for the Installation of Private Fire Service Mains and Their Appurtenances*, 2010 Edition.
- ☐ **J-2:** Fire hydrants need to be inspected, tested, and maintained per NFPA 25, *Standard for the Inspection, Testing, and Maintenance of Water-Based Fire Protection Systems*, 2008 Edition.
- ☐ **J-3:** Caps to fire hydrant ports are missing.
- ☐ **J-4:** Access to fire hydrants obstructed.
- ☐ **J-5:** Fire hydrants need to be painted too meet Laurencia Fire Department standards: ≥1500 GPM = light blue; 1000-1499 GPM = green; 500-999 GPM =orange; <499 GPM = red.
- ☐ **J-6:** Blue roadway reflectors identifying location of fire hydrants not provided.
- ☐ **J-7:** Other violations listed within the remarks section. (See Remarks)

Remarks *(Indicate specific item number cited.)* .....

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Section K: Fire Department Access

- ☐ **K-1:** Access road width of at least 20 feet and adequate turning radius not provided.
- ☐ **K-2:** Fire department access obstructed.
- ☐ **K-3:** Clearance above roads of at least 13 feet, 6 inches not provided or maintained.
- ☐ **K-4:** Key lock box for fire department access not provided.
- ☐ **K-5:** Fire lanes not provided or maintained.
- ☐ **K-6:** "NO PARKING—FIRE LANE" signs missing or not provided.
- ☐ **K-7:** No siren-operated switch has been provided (gated communities only)
- ☐ **K-8:** Other violations listed within the remarks section. (See Remarks)

Remarks *(Indicate specific item number cited.)* .....

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Section L: Electrical

- ☐ **L-1:** Installation does not meet NFPA 70, *National Electrical Code®,* 2008 Edition and local ordinances.
- ☐ **L-2:** Electrical circuits, electrical panels, electrical shunts, and electrical rooms missing labels.
- ☐ **L-3:** Electrical panels not provided with 36 inches of clearance in each direction.
- ☐ **L-4:** Junction, panel switch and outlet boxes missing cover plates.
- ☐ **L-5:** Open circuits in electrical panels missing safety caps.
- ☐ **L-6:** Extension cords or unapproved multi-plug adapters are being used in lieu of permanent wiring.
- ☐ **L-7:** A fire extinguisher has not been provided for the electrical equipment room.
- ☐ **L-8:** Other violations listed within the remarks section. (See Remarks)

Remarks *(Indicate specific item number cited.)* .....

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Section M: Structural

- ☐ **M-1:** Numerical street address is not visible from the roadway.
- ☐ **M-2:** Building, suite, or unit number has not been posted.
- ☐ **M-3:** Occupant load signs in assembly/meeting rooms/restaurants/lounges not posted.
- ☐ **M-4:** Required fire-rated separation not provided or maintained. ***(Referral to Bldg. Dept.)***
- ☐ **M-5:** Automatic closure devices for fire-rated doors missing or in need of repair.
- ☐ **M-6:** Fire-rated doors are not provided or maintained.
- ☐ **M-7:** Fire-rated doors are not maintained closed.
- ☐ **M-8:** Required draft stopping not provided or maintained.
- ☐ **M-9:** Vertical openings not enclosed per NFPA 101, *Life Safety Code®*, 2009 Edition. (Stairs, shaft ways, chutes, etc.)
- ☐ **M-10:** Trash and linen chute doors in need of repair.
- ☐ **M-11:** Accumulated combustible waste materials not removed.
- ☐ **M-12:** Structural integrity not maintained. (Damaged structural elements) ***(Referral to Bldg. Dept.)***
- ☐ **M-13:** Dryers not vented to the exterior. ***(Referral to Bldg. Dept.)***
- ☐ **M-14:** Fire dampers and shutter need repair.
- ☐ **M-15:** Interior finishes do not meet NFPA 101, *Life Safety Code®*, 2009 Edition.
- ☐ **M-16:** Other violations listed within the remarks section. (See Remarks)

Remarks *(Indicate specific item number cited.)* .....

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Section N: Flammable/Combustible Liquids & Hazardous Materials in Occupancy

- ☐ **N-1:** Automatic leak detection of poisonous gases or toxic/corrosive materials missing.
- ☐ **N-2:** Hazardous materials information not provided at the entrance to and inside of hazardous materials storage areas.
- ☐ **N-3:** Hazardous materials storage does not meet code(s) and manufacturers' specifications.
- ☐ **N-4:** Electrical system does not meet NFPA 70, *National Electrical Code®,* 2008 Edition for hazardous areas.
- ☐ **N-5:** An approved hazardous materials lock box or cabinet has not been provided.
- ☐ **N-6:** Pressure cylinders are not secured in an upright position with a chain.
- ☐ **N-7:** Flammable liquids storage does not meet NFPA 30, *Flammable and Combustible Liquids Code*, 2008 Edition
- ☐ **N-8:** Sources of ignition not eliminated where flammable liquids are stored/handled.
- ☐ **N-9:** "NO SMOKING" signs not posted where flammable liquids are stored/handled.
- ☐ **N-10:** Flammable liquids and hazardous materials storage containers not labeled.
- ☐ **N-11:** Flammable liquids storage areas are not labeled.
- ☐ **N-12:** Other violations listed within the remarks section. (See Remarks)

Remarks *(Indicate specific item number cited.)* .....

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General Comments .....

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Fire Inspector Printer Name: _____ Signature: _____

Manager or Owner Printed Name: _____ Signature: _____

Date of Inspection: _____ Date of Follow-up Inspection: _____ Business Phone Number: _____

Name of Occupancy: _____ Street Address: _____