



SOUTH SAN JOAQUIN COUNTY FIRE AUTHORITY
 Community Risk Reduction Division
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SELF-INSPECTION CHECKLIST

The South San Joaquin County Fire Authority believes in utilizing a proactive approach to fire prevention and life safety. We achieve this through the implementation of three fire prevention principles – Education, Engineering, and Enforcement. Our goal is to improve the safety of the citizens and visitors by providing educational tools to our customers to identify potential fire hazards to ensure the necessary corrective action is taken to mitigate the hazard.

The following Self-Inspection Checklist is one educational tool for business owners and managers to identify common fire hazards to initiate action for their abatement. It is not, however, intended to take place of an official fire inspection. The items below are general requirements based on common Fire Code violations typically found in most businesses. Prompt action should be taken to mitigate the hazard associated with any item marked “No” in the list to improve the safety of the building occupants.

Building Exterior	Yes	No
Address numbers are visible from the street, minimum of 4 inches high, and contrast with the background.	<input type="checkbox"/>	<input type="checkbox"/>
Fire lanes and access roads are clear and unobstructed.	<input type="checkbox"/>	<input type="checkbox"/>
A minimum 3 feet of clearance is maintained around fire hydrants.	<input type="checkbox"/>	<input type="checkbox"/>
If the building is equipped with a fire sprinkler or standpipe system, the fire department connection has a clear space of at least three (3) feet around connections and caps are in place.	<input type="checkbox"/>	<input type="checkbox"/>
Dumpster or trash containers are a minimum of five (5) feet from building opening or roof overhangs.	<input type="checkbox"/>	<input type="checkbox"/>
Up-to-date keys are within the Knox Box.	<input type="checkbox"/>	<input type="checkbox"/>
Building Interior	Yes	No
All exit doors are free of obstructions and unlocked during business hours.	<input type="checkbox"/>	<input type="checkbox"/>
Aisles and exits are free of storage or obstructions.	<input type="checkbox"/>	<input type="checkbox"/>
Stairways are free of storage.	<input type="checkbox"/>	<input type="checkbox"/>
Exit signs and emergency lights are operational with primary and emergency power supplies.	<input type="checkbox"/>	<input type="checkbox"/>
Each floor has one fire extinguisher for every 3,000 square feet.	<input type="checkbox"/>	<input type="checkbox"/>
Fire extinguishers have been inspected and tagged by a licensed contractor within the last 12 months.	<input type="checkbox"/>	<input type="checkbox"/>
Fire extinguishers are visible and accessible (not blocked).	<input type="checkbox"/>	<input type="checkbox"/>
Storage is maintained at least 2 feet from the ceiling.	<input type="checkbox"/>	<input type="checkbox"/>
A clear space of 30 inches is maintained in front of all electrical panels.	<input type="checkbox"/>	<input type="checkbox"/>
Extension cords are not used in place of permanent wiring.	<input type="checkbox"/>	<input type="checkbox"/>
Signs identifying rooms containing fire protection equipment are installed.	<input type="checkbox"/>	<input type="checkbox"/>
Fire walls are free of holes and maintained in good condition.	<input type="checkbox"/>	<input type="checkbox"/>
Fire doors are not blocked open and are self-closing and self-latching.	<input type="checkbox"/>	<input type="checkbox"/>
Clearance is maintained from combustible storage and ignition sources such as heaters and light fixtures.	<input type="checkbox"/>	<input type="checkbox"/>
Special Systems	Yes	No
Fire sprinkler systems are inspected annually by a licensed contractor.	<input type="checkbox"/>	<input type="checkbox"/>
Fire alarm systems are inspected annually by a licensed contractor.	<input type="checkbox"/>	<input type="checkbox"/>
Kitchen fire suppression systems are inspected every six months by a licensed contractor.	<input type="checkbox"/>	<input type="checkbox"/>
Unobstructed access is provided to all fire protection equipment.	<input type="checkbox"/>	<input type="checkbox"/>
Storage is maintained 18 inches below sprinkler head deflectors.	<input type="checkbox"/>	<input type="checkbox"/>
Sprinkler heads are free of paint, lint or other foreign debris.	<input type="checkbox"/>	<input type="checkbox"/>
Smoke alarms inspected & tested as required by the manufacturer.	<input type="checkbox"/>	<input type="checkbox"/>