

FIRE PREVENTION CHECKLIST FOR STORAGE/WAREHOUSE OCCUPANCIES

Building No.: _____ Installation: _____ Date: _____	Yes	No
1. Has a building fire warden been appointed by orders and a copy been forwarded to the Fire & Emergency Services?	—	—
2. Are emergency phone numbers posted at all official telephones?	—	—
3. Are installed fire extinguishers visually inspected and operating instructions attached?	—	—
4. Are waste containers made of noncombustible material and covered?	—	—
5. Are the smoking restrictions enforced?	—	—
6. Are blocked warehouse doors provided with signs on the outside, in English and German?	—	—
7. Are fire doors in operable condition, not blocked and kept closed during non-duty hours?	—	—
8. Are warehouse ramps and aisles clear and unobstructed?	—	—
9. Are excelsior and similar packing materials stored in covered metal receptacles?	—	—
10. Are electrical systems de-energized at the main switchboard during non-duty hours?	—	—
11. Is 18 inches distance maintained between storage to light fixtures, heating appliances and sprinkler heads?	—	—
12. Are daily closing time inspections conducted and combustible wastes disposed after work hours?	—	—
13. Are areas free of makeshift or unapproved electrical connections and improper electrical extension cords.	—	—

Instructions: Complete the checklist monthly for each building. Maintain in file for one year. Corrective actions should be noted on reverse side. Submit one copy to the Installation Fire Marshal.

Printed name, rank and signature of inspecting person:
