

## General Fire & Life Safety Guide

Date:	Click or tap to enter a date.	Initial Inspection $\Box$	Re-inspection $\Box$ Click or tap to enter a date.
Occupancy Name:		Email:	
Address:		Contact Name:	
Phone:			

Occupancy Classification								
Assembly A-1 A-2 A-3 A-4 A-5		Business 🗌						
High Hazard	H-1 🗆	H-2 🗆	H-3 🗆	H-4 🗆	H-5 🗆	Educational		
Residential	R-1 🗆	R-2 🗆	R-3 🗆	R-4 🗆		Mercantile		
Institutional	I-1 🗆	I-2 🗆	I-3 🗆	I-4 🗆		Utility / Miscellaneous 🗆		
Factory / Industrial	F-1 🗆	F-2 🗆				Storage	S-1 🗆	S-2 🗆

Pass	Fail	N/A	Required Paperwork			
			Current County Business License			
			Pre-fire plan complete and on file.			
			Has the Occupant load been determined?			
			Current Occupant Load			
Pass	Fail	N/A	Exterior Inspection			
			Address visible from public way (Minimum 6" high ½" stroke) - IFC 505.1			
			Knox Box present w/ appropriate keys – IFC 506			
			Fire apparatus access roads and lanes unobstructed and clearly marked – IFC 503.1			
			Fire Lanes marked / unobstructed – IFC 503.3			
			FDC labeled, maintained, and free from obstruction - IFC 912			
			Access to fire hydrant free from obstructions IFC 507.5			
			Private Fire hydrants maintained, inspected, and tested annually. IFC 507.5			
Pass	Fail	N/A	Egress			
			Adequate number of Exits. – IFC 1006			
			Means of Egress obstructed (reduced /blocked) – IFC 1001.2,1028.1, and 1031.1			
			Exit doors readily openable from egress side /No deadbolts/ Panic Hardware over 50 occupants – IFC 1008.1			
			Doors swing in direction of egress IFC 1010.1.2.1			
			Exit signage installed / in good repair – IFC 1013			
			Emergency lighting present and illuminating Exit access / Exit / Exit discharge maintained - IFC 1008			
			No storage beneath exit stairs. IFC 315.3			
Pass	Fail	N/A	General Precautions			
			General House Keeping Hazard (accumulation of combustible waste: rubbish, Paper, wood, grease etc) – IFC 304.1			
			No Smoking signage visible and legible in high hazard areas- IFC 310.1			
			Vacant premises safeguarded - IFC 311.2			
			Indoor fixtures and displays not obstructing exits/ no highly combustible goods within 5' of exits – IFC 314.1			
			General storage maintained 24" below ceiling (18" if sprinkled bldg.) – IFC 315.3.1 *see exceptions*			
			Have Hazards to Firefighters been Identified? IFC 316			
Pass	Fail	N/A	Fire Protection Construction Features			
			Fire rated construction present / maintained – IFC 703.1			
			Fire rated doors operational – IFC 705.1			
			Joints/Void openings protected – IFC 704.2			
			Decorations (foams, curtains, drapes, hangings) to be flame resistant in assembly occupancies – IFC 807.1			
Pass	Fail	N/A	Fire Prevention / Fire Protection			
			Emergency Plan has been reviewed by AHJ – IFC 401.2			
			Fire and Evacuation plans posted – IFC 404			
			Emergency Evacuation Drills conducted quarterly and documented – IFC 405 (Monthly for Daycares)			
			Access to building and roof complaint? - IFC 504			
			Fire protection & utility rooms identified and access compliant? -IFC 509.1			
			Emergency and standby power systems compliant? (Transfer of power within 10 secs and provides power for min 2 hr IFC 1203.1			
			Elevator operation, maintenance, fire service key is compliant and official state certification available?			
			Fire alarms inspected, tested and maintained – IFC 907.8			

			Sprinkler systems (water) inspected, tested and maintained by SC LLR Licensed Company – IFC 901.6				
			Water supply valves accessible and locked in the "ON" position – IFC 913.4				
			Fire extinguishers visually inspected monthly/ tested annually – IFC 901.6				
			Fire extinguishers available, visible, and unobstructed – IFC 906.5				
			Travel distance to Fire extinguisher not exceeded – IFC 906.3				
			Smoke detectors are in proper locations and tested periodically – NFPA 72				
			Commercial kitchen hood(s) compliant? (Operations, cleaning, and maintenance records; current system inspection) – IFC 904.12 *tag affixed to manual activation and hood cleaning inspection tag affixed to the hood*				
			Type of cooking operation Commercial cooking system Inspection and cleaning freque	ency			
•	Hig	h Volun	Ime cooking operations • 3 month				
•	-		me cooking operations (Churches) • 12 month				
•	Sol	id fuel c	cooking operations • 1 month				
•	All	other co	cooking operations				
			Hood system fuel shut off present – IFC 904.12.2				
			Wet-chemical extinguishing system operational with current system inspection tag – IFC 904.5, NFPA 17A				
Pass	Fail	N/A	Electrical Equipment, Wiring, And Hazards				
Iden	tified	electric	ical hazards shall be corrected immediately. Any electrical wiring, devices, appliances, and other equip	ment			
		tha	nat is modified or damaged constitutes an electrical shock or fire hazard and shall not be used.				
			No Electrical Hazards. IFC 604.1				
			Electrical room and panels labeled? IFC 604.3.1				
			Power tap/strip usage compliant? (Grounded, connected to permanently installed receptacle, not overloaded) IFC 604.4 *UL 1363 Listed*				
			Extension cord not used as permanent wiring, extended through walls, doors, windows or under flooring, in good working condition no splices or damage, used only for portable appliances, not overloaded) IFC 604.5				
			Switches, outlet, and junction boxes properly covered. IFC 604.7				
			Portable/ electric space heaters compliant? (plugged directly into receptacle not an extension cord, not operated within 3' of combustible material) IFC 604.10				
			Abandoned wiring removed, and unused wiring tagged and secured. IFC 604.11				
			Access / 36" clearance around electrical service equip. IFC 604.3				
			Notes:				
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Fire Inspector:

Property Representative

The Fire & Life Safety inspection standard is "International Fire Code 2018 edition", and other referenced code and standards. This quick checklist is provided as a service to help property owners maintain a fire safe environment. Use of this checklist by others **DOES NOT** substitute for a required fire & life safety inspection, performed by a fire inspector, or approved designee.