

**UC DAVIS FIRE PREVENTION
 SELF INSPECTION CHECKLIST**

FIRENETS

March 2000
 REV March 2009

Safety Coordinator: _____
 Phone: _____

Department: _____
 Building CAAN#: _____

Date of Inspection: _____

Floor or Area: _____

1. EXITING	OK	NOT OK
A. Stairwells-Storage of any kind is not permitted		
B. Corridors-Storage of any kind, regardless of corridor width, is not permitted unless specifically permitted by regulations or in writing by UC Davis Fire.		
C. Exit Doors- Must open, close and latch properly, must not be blocked, propped open or rendered inoperable unless specifically permitted in writing by UC Davis Fire.		
D. Corridor Doors must not be damaged.		
E. Exit Paths are clearly marked and illuminated.		
F. Emergency (back up) lights operate properly. (Some have red test button)		
2. HAZARDOUS MATERIALS	OK	NOT OK
A. Compressed Gas Cylinders- Must be secured with chains or other approved method, and clearly identified (Reference EH&S Safety Net #60)		
B. Flammable/ Combustible Liquids- Must have less than 10 gallons in any single laboratory/room in use at any one time		
C. Storage- Must be in original shipping containers or approved safety containers (maximum 5 gallons). Total aggregate of materials in safety containers must not exceed 25 gallons.		
D. Dispensing from containers exceeding 5 gallons in not permitted unless using a listed pump in accordance with California Fire Code requirements.		
E. Quantities in excess of 10 gallons and not in safety containers, or greater than 25 gallons in safety containers, must be stored in a Flammable Liquid Storage Cabinet.		
3. SPRINKLER SYSTEM	OK	NOT OK
A. Verify there are not any decorations or any attachments to sprinklers or associated piping.		
B. Storage is maintained 18" below ceiling with sprinklers and 24' below ceiling in building with no sprinklers.		
C. Sprinklers in need of replacement (damaged, corroded, painted).		
4. FIRE EXTINGUISHERS	OK	NOT OK
A. Fire Extinguishers are accessible, the gauge reads in the green charged area (except CO2 extinguishers, which have a gauge), have been serviced within the last 12 months, cabinet doors are operable, extinguisher mounted with 18" off the floor to not more than 5' from the top of the extinguisher.		
B. Monthly Inspections by building Safety Coordinator		

5. STANDPIPES	OK	NOT OK
A. Access to standpipes (generally located in stairwell) and fire hose cabinets (generally in corridors) are unobstructed.		
6. RECYCLE CONTAINERS	OK	NOT OK
A. Not permitted in or exposed to corridor unless UC Davis Fire has approved, is UL Listed, is a self-extinguishing container and is located/secured in an alcove or other area not obstructing the exit path.		
B. Material does not exceed the capacity of the container.		
7. ELECTRICAL	OK	NOT OK
A. A three (3) foot working space is maintained in front of all electrical panels.		
B. Electrical outlet cover are in place and not broken.		
C. No exposed wiring.		
D. Use of extension cords or temporary power taps: <ul style="list-style-type: none"> 1. Extension cords are OK for use less than 90 days. 2. Surge suppressors OK for use. DO NOT exceed the rated capacity of the surge suppressor. 3. All other uses not permitted unless specifically authorized in writing by UC Davis Fire. 		
8. MISCELLANEOUS	OK	NOT OK
A. Changes in how a room or area is used must be reviewed by the Fire Department. Examples include office to laboratory; office to meeting room; classroom to laboratory, etc.		
B. Construction-Modifications to buildings, rooms or areas need to be reviewed by the Fire Department. Examples include removal/addition of walls; blocking of doors; adding rooms, etc. aesthetic modifications, which involve painting, etc., do not need review by the Fire Department, but may need coordination to prevent accidental activation of smoke detectors.		

Please complete the following page with remarks for any items that were checked “not OK” with a plan for correction of the deficiencies. If a work order is placed, please provide the number.

