Pullman Fire Department | ***FIRE SAFETY REPORT*** | **Bureau of Fire Prevention**

55 NW Terre View Dr., Pullman, WA 99163 | 1(509)338-3274

Business Name:_____ Date:_____ Start time: _____
Address:_____ Phone:_____ End Time: _____

Bus. Owner:_____ Bldg. Owner:_____ Manager:_____
Address:_____ Address:_____ After hours Ph:_____
City:_____ Zip:_____ City:_____ Zip:_____ Other:_____
After hours Ph:_____ After hours Ph:_____ After hours Ph:_____

TO HELP MAKE YOUR BUILDING FIRE SAFE PLEASE COMPLY WITH THE CHECKED ITEMS BELOW.

EXITING

- ☐A1 Remove unapproved locking devices from exit doors.
- ☐A2 Unlock all marked exits during business hours.
- ☐A3 Remove obstructions from exits, aisles, corridors & stairs.
- ☐A4 Maintain fire doors in operable condition at all times.
- ☐A5 Remove storage from under open exit stairs.
- ☐A6 Provide exit signs (6" letters) w/contrasting background.

EMERGENCY LIGHTING

- ☐B1 Repair lighted exit sign to operable condition.
- ☐B2 Repair emergency lighting to operable condition.
- ☐B3 Remove items from obstructing or concealing exit signs or emergency lighting.

FIRE EXTINGUISHERS

- ☐C1 Provide __ fire extinguisher(s) of a _____min. rating.
- ☐C2 Mount fire extinguishers not more than 5' high.
- ☐C3 Post sign when fire extinguisher is not visible to public.
- ☐C4 Fire extinguisher is due for annual maintenance.
- ☐C5 Provide (40B:C/Type K) fire extinguisher in kitchen area.
- ☐C6 Misc. fire extinguisher problem.

FIRE PROTECTION EQUIPMENT AND ACCESS

- ☐D1 Provide min. 4" high address #'s visible from street.
- ☐D2 Remove obstructions from fire lane.
- ☐D3 Maintain access to fire protection systems and equipment.
- ☐D4 The _____ sys. is/are due for maint.
- ☐D5 Provide a/o maintain battery operated smoke detector(s).
- ☐D6 Replace missing FDC covers on sprinkler system.
- ☐D7 Remove all items hanging from sprinkler piping & heads.
- ☐D8 Remove grease build-up from kitchen hood a/o filters.
- ☐D9 Provide monitoring service for fire alarm system.
- ☐D10 Provide required keys in Knox© box (if req. to have box).
- ☐D11 Remove all obstructions within 3' of fire hydrant.
- ☐D12 Replace/repair damaged or missing fire sys. parts.
- ☐D13 Fire alarm system shall only be used for fire alarms.
- ☐D14 Fire protection & access misc. problems.

OCCUPANT LOAD SIGNS

- ☐O1 Obtain req. occupant load sign for an Assembly area.

FIRE SEPARATIONS AND FIRE DOORS

- ☐E1 Remove any items that affect the operation of a fire door.
- ☐E2 Repair required fire door(s) to operable condition.
- ☐E3 Replace or repair attic scuttle covers.
- ☐E4 Post fire door with sign (Fire Door -- Do Not Block).

HOUSEKEEPING

- ☐F1 Remove excessive combustible materials from under req. exit stairs, attics, concealed spaces and under floors or provide 1 hr. separation.
- ☐F2 Provide approved waste container(s).
- ☐F3 Arrange storage in orderly manner for exiting & FD access.
- ☐F4 Remove storage to 18" below sprinkler head(s)
- ☐F5 Reduce storage to 2' below ceiling in non-sprinkled bldg.
- ☐F6 Remove excessive storage from boiler, elec. & mech. room(s).
- ☐F7 Move dumpster from under overhang (40.5 cu. ft.).
- ☐F8 Secure compressed gas cylinders to prevent falling.
- ☐F9 Remove combustible vegetation from around bldg.
- ☐F10 Do not store fueled equipment inside of building.
- ☐F11 Post "No-Smoking" sign at entrance to business (see back).

FLAMMABLE LIQUIDS

- ☐G1 Flammable liquids storage over 30 gal. shall be in a flammable liquids storage cabinet.
- ☐G2 Provide approved storage containers for flammable liquids.
- ☐G3 Discontinue use of flammable liquids for cleaning.
- ☐G4 Remove storage of flammable liquids by exits or corridors.
- ☐G5 Dispensing of flammable liquids from containers larger than 5 gallons are prohibited.

ELECTRICAL

- ☐H1 Cease use of extension cords in lieu of permanent wiring.
- ☐H2 Provide missing electrical cover plates.
- ☐H3 Maintain 30" of clearance in front of electrical panels.
- ☐H4 Maintain wiring and cords in good condition.
- ☐H5 Discontinue use of multi-plugged adapters.
- ☐H6 Do not piggy back power taps.

☐ **CONGRATULATIONS. At the time of our visit, none of the fire hazards listed above were identified.**

This fire safety investigation was made for the purposes of promoting fire safety and correcting conditions, which may cause or contribute to a fire. This report contains a list of items that must be corrected to bring the safety conditions up to minimum fire safety standards.

☐ **A follow-up safety inspection will be made on or about** _____/_____/_____

Inspector name(s):_____

Wht – Occ/owner Yellow – FD copy

Other Insp. Date:_____ Start _____ End _____

Date Completed: _____ Start _____ End _____

EXPLANATION OF ITEMS NOTED

A1. Exit doors must open without any delays in emergencies to prevent panic situations.
A2. Locked exit doors make it impossible for occupants to escape during an emergency.
A3. Clear exit access is essential to prevent panic or falling during an emergency.
A4. Well maintained exit doors and hardware provide safe and easy exiting.
A5. Items stored under exit stairs present a fire risk that can endanger persons using those stairs.
A6. Clearly identified exits enable persons to quickly and safely leave the building in an emergency.

B1. Exit signs are essential during evacuations and indicate to occupants the correct door to safety.
B2. Well lighted exit ways prevent panic and provide safer exiting during an emergency.
B3. Prevents panic by keeping exit signs and emergency lighting clear and visible at all times.

C1. Extinguishers provided need to be appropriate to the type of fire hazard.
C2. Extinguishers provided need to be within easy reach, but not subject to damage.
C3. Where extinguishers are not visible they must be signed to indicate location to persons needing them in a hurry.
C4. Annual maintenance provides a properly operating extinguisher when needed.
C5. 80% of all fires start in the kitchen. Shorter travel distances and larger extinguisher size reduce the damages. Type K extinguisher is for commercial kitchens.

D1. Address numbers are critical for efficient responses. Contrasting numbers/background afford better visibility.
D2. Large fire vehicles need room to effectively maneuver around to extinguish fires efficiently.
D3. Fire protection equipment must have clear access to be effective in a fire.
D4. To assure proper operations equipment must be inspected and tested by qualified service personnel.
D5. Smoke detectors are your first line of defense against fire. Replace the batteries once a year!
D6. Protective covers prevent accumulations of debris and intentional vandalism.
D7. Hanging items from the sprinkler system reduces the effectiveness of the system, indirectly increasing losses.
D8. Grease build-up on kitchen hood and filters greatly increases the risk of fire.
D9. Insure faster response of fire department to your emergencies twenty-four hours a day.
D10. Reduces damages caused by gaining entry to bldg. after hours of business.
D11. Hydrants must have clear access to be effective. This includes all seasons of the year.
D12. Fire protection devices must be repaired to be effective. Defective devices fail to give proper warning, protect occupants, buildings and contents.
D13. People become complacent and don't promptly respond to an emergency alarm when repeated use occurs.

E1. Any materials attached to a fire door can adversely affect the operation of that door in an emergency.
E2. Flame, hot and toxic gasses easily pass through broken fire doors spreading the fire and endangering occupants.
E3. A scuttle cover in place protects the roof structures from fire and possible collapse.
E4. Identifies fire doors for building, suppression and inspection personnel.

F1. Slows or prevents the spread of fire through a building also allows firefighters better movement in building.
F2. Separates combustible wastes from possible sources of ignition.
F3. Proper storage reduces fire spread and allows firefighters to gain fast access to the fire area.
F4. Storage to close to a sprinkler will not allow the spray pattern to develop, penetrate the fire and extinguish it.
F5. Ceiling height storage allows faster fire spread to the ceiling and enhances the ability of fire to spread to other areas
F6. These are high hazard rooms in themselves, storage in these rooms will heighten the possibility of a fire occurring.
F7. Burning dumpster easily catch roof overhangs on fire. Separation distance prevents that.
F8. Serious personal injury may result when on/off valves are broken off in a fall.
F9. Reduces the risk of fire spreading to or from involved building to other buildings.
F10. Reduces the risk of fire spread due to fuel, grease, etc. Fumes can travel to a source of ignition, causing an ignition.
F11. Download "No-smoking within 25 "signs" @ www.smokefreewashington.com/resources/signs

G1. Flammable liq.s readily accelerates fire spread. Confining these liq.s to a secure cabinet limits the possibility.
G2. Approved containers are designed to prevent flammable fumes from escaping or accidental spills.
G3. These liquids are highly volatile and can be easily ignited by sparks, pilot lights or other sources of ignition.
G4. The accelerating effect of flammable liq.s in a fire can make safe exiting impossible.
G5. Larger containers are difficult to handle and their contents are easily spilled.

H1. Temporary wire does not afford the durability, safety and protection found in an enclosed electrical system.
H2. Coverplates provide protection from electrical shock and prevent spread of current, heat and flame during a short.
H3. Access to panels must be clear to allow for general inspection and emergency shutdowns.
H4. Worn or broken wires and plugs present a fire hazard and risk of electrical shock.
H5. Multi-plug adapters allow over use of an outlet resulting in overheating and a fire.
H6. Power taps are approved for use plugged into an outlet not into each other, extension cords or other electrical devices.

O1. Occupant load signs are required so as to eliminate any confusion as to the maximum number of people allowed.