

FFD BUILDINGS AND GROUNDS INSPECTION CHECKLIST	
Facility:	Date of Inspection
Inspected By:	
GROUNDS	
Are parking areas, walkways, stairs, driveways, etc. free from conditions that may cause slipping or falling?	
YES	NO
Exterior lights adequate in all areas?	
YES	NO
Exterior trash storage minimum of 25 feet from building?	
YES	NO
Exterior trash bins are cleaned?	
YES	NO
Yard and grounds clean and orderly?	
YES	NO
Storm drains clear of debris?	
YES	NO
Detached storage buildings are in good condition and free of hazards?	
YES	NO
HOUSEKEEPING	
Storage and supply rooms are kept clean and orderly?	
YES	NO
Trash and rubbish stored in containers?	
YES	NO
Restrooms are clean and have necessary supplies (paper towels, hand soap, toilet paper, etc.)?	
YES	NO
Showers floors are equipped with nonskid mats or other materials?	
YES	NO
Shower curtains cover opening preventing water from coming out, if equipped?	
YES	NO
Floors are cleaned daily?	
YES	NO
Floors are stripped and waxed periodically as needed?	
YES	NO
Lockers are clean and clear of clutter?	
YES	NO
Stairways are clean and clear of clutter?	
YES	NO
Flammable/combustible liquids are stored per OSHA in flammable liquid storage containers?	
YES	NO
Flammable/combustible liquid safety cans are provided and in good working condition?	
YES	NO

Oily rags are stored in metal containers?	
YES	NO
Containers are labeled per COF Hazard Communications policy?	
YES	NO
Living and sleeping quarters are clean and orderly?	
YES	NO
Trash cans are emptied and cleaned regularly?	
YES	NO
Area is free from dust?	
YES	NO
MSDS book is up to date and accessible?	
YES	NO
KITCHEN EQUIPMENT	
Hood and duct system is clean and inspection up-to-date?	
YES	NO
Stove is clean and in good working order?	
YES	NO
Refrigerator is clean and old items are disposed of?	
YES	NO
Kitchen floors are clean?	
YES	NO
Microwave oven is clean and in good working order?	
YES	NO
Waste containers present in kitchen?	
YES	NO
Storage cabinets and drawers are clean and in good working order?	
YES	NO
Eating utensils are clean and adequate?	
YES	NO
Outdoor grills are clean and in good working order?	
YES	NO
APPARATUS AND EQUIPMENT	
Apparatus are clean and in good working order?	
YES	NO
Compartments, tools, and equipment is clean and in good working order?	
YES	NO
Vehicle safety devices are in good working order?	
YES	NO
Equipment and tools are securely stored with safety precautions in place?	
YES	NO
Gasoline powered equipment is stored securely and in good working order?	

YES	NO
Saw blades are covered and stored securely?	
YES	NO
Abrasive cutting blades are protected from oil, water, and other liquids?	
YES	NO
Abrasive wheels and grinders equipped with guards?	
YES	NO
Compressed air cylinders are stored securely in an upright position?	
YES	NO
SCBA's are stored securely and are clean and maintained?	
YES	NO
Aerial turntables have a non-skid surfaces?	
YES	NO
Apparatus overhead doors in good working order?	
YES	NO
Work rests on grinding wheels adjusted to within 1/8 inch to grinding wheel?	
YES	NO
HVAC EQUIPMENT	
HVAC has been inspected by a qualified technician with the last 12 months?	
YES	NO
Filter changed monthly?	
YES	NO
ELECTRICAL EQUIPMENT AND CONTROL PANELS	
Electrical panels are kept closed and clear of storage and obstructions?	
YES	NO
Electrical appliances are clean?	
YES	NO
Electrical cords are in good working condition and are not being used for permanent connections?	
YES	NO
Breakers and fuses are clearly marked?	
YES	NO
Electrical panels are clearly marked?	
YES	NO
Surge protectors are in good working order and not overloaded (daisy chained, heaters, coffee pots, etc.)?	
YES	NO

BUILDING	
Apparatus floors are clean and free from oil, grease, water, and tripping hazards?	
YES	NO
Overhead storage is secure and minimalized?	
YES	NO
Fire extinguishers are in good working order, mounted, and checked monthly?	
YES	NO
Hallways and aisles are free from obstructions?	
YES	NO
Stairwells are lighted and handrails are present and secured?	
YES	NO
Stair treads have a non-skid surface?	
YES	NO
Windows and doors are clean and in good working order?	
YES	NO
Exit doors are marked?	
YES	NO
Emergency evacuation lights and exit signs are tested and operational?	
YES	NO
Appropriate space in exercise areas?	
YES	NO
Exercise equipment is in a safe condition including cables, pulleys, hinges, seats, handles, grips, and connections?	
YES	NO
Weights are stored in a safe manner and with no trip hazards?	
YES	NO
Monthly station generator checks up-to-date?	
YES	NO
Generator fuel level is adequate?	
YES	NO
SCBA compressor and cascade systems records clear and up-to-date?	
YES	NO
SCBA compressor maintains log book compliant with 29 CFR 1910.134?	
YES	NO
FIRE PROTECTION	
All fire extinguishers are tagged, serviced, and inspected annually?	
YES	NO
All fire extinguishers are mounted properly?	
YES	NO
Smoke alarms, detectors, sprinkler system, and fire alarm system are present and in good working order?	
YES	NO

Smoke alarms/detectors are tested monthly?	
YES	NO
PERSONAL SAFETY EQUIPMENT	
Safety glasses and vests are provided and used?	
YES	NO
Adequate storage for PPE?	
YES	NO
Emergency eyewash station/shower is present and in good working order?	
YES	NO
Emergency eyewash station/shower is inspected weekly?	
YES	NO
GENERAL	
OSHA and NC Labor work place safety posters are displayed where all employees can see them?	
YES	NO
Emergency notification systems or contact information present for the public in the absence of the fire companies?	
YES	NO
EXITS	
All exits are visible and unobstructed?	
YES	NO
Exits are marked and clearly visible?	
YES	NO
Doors that may be mistaken as an exit doors marked as "Not an Exit"?	
YES	NO
Exit signs are clearly visible and free of decorations, draperies, and/or furnishings?	
YES	NO
DECONTAMINATION ROOMS	
Decontamination rooms are clean, orderly, and free of storage not related to decontamination?	
YES	NO
COMMENTS	