

FIRE SAFETY INSPECTION REPORT

CITY OF SUSANVILLE FIRE DEPARTMENT

FIRE PREVENTION BUREAU

Susanville, California 96130 ♦ (530) 257-5152

Business Address: _____ Inspection Date: _____

Business Name: _____ Business Phone: _____

Owner/Property Management: _____ Phone: _____

Address: _____ City: _____ Zip: _____ AP# _____

NO	✓	CORRECTIONS REQUIRED	NO.	LOCATION / REMARKS	CLEARED
ACCESS					
1		Maintain fire lane free of obstructions.			/ /
2		Provide fire lane identification.			
3		Provide address numbers/building I.D. visible from street.			
4		Provide approved key box/lock/switch and/or keys for fire dept. access.			
EXITING					
5		Remove obstructions at exits, doors, aisles, corridors, stairways, etc.			/ /
6		Exit door to open without a key or any special knowledge/effort.			
7		Provide sign over main exit door - "This door to remain unlocked during business hours"			
8		Repair non-operable exit door hardware.			/ /
9		Remove obstructions from door required to be closed.			
10		Remove locks/latches from doors with panic hardware.			
11		Remove storage from unprotected stairway.			
12		Provide/maintain exit sign/emergency lighting.			/ /
FIRE EXTINGUISHERS					
13		Have fire extinguisher(s) serviced and tagged.			
14		Provide/mount fire extinguisher as indicated.			
15		Provide clear access to fire extinguisher.			/ /
16		Post a sign indicating fire extinguisher location.			
FIRE PROTECTION EQUIPMENT					
17		Maintain, repair, paint, inspect, and/or test sprinkler/standpipe system/hydrant/FDC/PIV.			
18		Maintain 3 ft. minimum clearance for access/use of fire appliances/equipment.			/ /
19		Secure all system control valves in the open position.			
20		Replace damaged/painted/missing sprinkler heads/FDC caps.			
21		Provide 5-year certification test for sprinkler/standpipe system.			
22		Provide sprinkler coverage in unprotected areas.			/ /
23		Provide spare sprinkler heads (min.6) and/or compatible wrench.			
24		Hood and duct extinguishing system to be serviced and tagged every 6 mo.			
25		Remove grease from hood, duct, and filters. (KEEP CLEAN)			/ /
FIRE ALARM SYSTEMS					
26		Maintain, repair, inspect, and/or test fire alarm system.			
27		Provide/maintain operable smoke alarms in each dwelling unit.			
FIRE SEPARATIONS					
28		Repair holes in required fire resistive construction.			/ /
29		Provide/repair self or automatic closing fire rated assemblies.			
30		Keep attic access and scuttle openings closed.			
ELECTRICAL					
31		Discontinue use of extension cords.			
32		Install permanent wiring for fixed and stationary appliances.	1st	/ /	
33		Provide cover plates for all junction boxes. Provide spacers for electrical panel.			
34		Remove exposed wiring or protect in approved conduit.	2nd	/ /	
35		Provide a 30-inch clear space to and in front of electrical panel.			
36		Maintain wiring in good condition and protect from damage.	Refer to FPB	/ /	
FLAMMABLE LIQUIDS COMPRESSED GASES					
37		Provide a flammable liquid storage cabinet or reduce storage to 10 gallons or less.	Legal Counsel	/ /	
38		Remove all flammable liquids not used for maintenance purposes.			
39		Store flammable liquids away from exits, stairs, or corridors.			
40		Clean up spilled flammable liquid.			
41		Replace lids on all flammable liquid storage containers not in immediate use.			
42		Remove all fueled vehicles from dwelling units.			
43		Secure compressed gas cylinders. Identify product name.			
STORAGE - HOUSEKEEPING					
44		Arrange storage in an orderly manner to provide access/egress.			
45		Remove combustible storage from boiler, mechanical, and electrical room.			
46		Reduce storage to 24 inches below ceiling or 18 inches below sprinkler heads.			
47		Provide metal or approved non-combustible trash container with lid.			
48		Remove lint/debris from behind washers and dryers.			
49		Remove waste/rubbish materials from the premises.			
50		Keep dumpsters 5 feet away from combustible walls, eaves, or openings.			
51		Provide minimum 30-foot clearance between building and combustible vegetation.			
MISCELLANEOUS					
52		Other violations and comments.			
NO VIOLATIONS NOTED THIS DATE - THANK YOU FOR BEING FIRE SAFE!					

RE-INSPECTION DATES	INSPECTOR
1st	/ /
2nd	/ /
Refer to FPB	/ /
Legal Counsel	/ /
Final Clearance	/ /
Occupancy Class:	<input type="checkbox"/> Check Pre-Fire Plan for accuracy.

BY ORDER OF THE FIRE CHIEF

You are hereby notified to correct all violations immediately or show cause why you should not be required to do so. A re-inspection will be conducted on _____ Willful failure to comply with this notice is a misdemeanor. Violations that are not corrected immediately and/or remain after the re-inspection may be processed as a criminal offense. Thank you for your assistance and cooperation in minimizing the fire and life loss in your community.

Signature of Recipient: _____

Owner Manager Employee Other

Inspecting Officer: _____

FPB: _____ Company: _____ Page _____ of _____

Distribution:

White - to Owner/Occupant

Yellow - Station

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