



HALL COUNTY FIRE SERVICES

PO Box 907730 Gainesville, Ga. 30501

...from the highlands to the islands



Self Inspection Worksheet for your business...

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| 1. Is your address visible on the outside of the building with numbers at least 4 inches high in a contrasting color? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |
| 2. Is driveway or alley around your building kept free of weeds, debris, or obstructions? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |
| 3. Are all trash containers located at least 5 feet from your building? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |
| 4. Are outside waste containers made of non-combustible material? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |
| 5. Are all exit aisles, hallways, and stairways clear of any obstructions? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |
| 6. Are all exit doors kept unlocked during business hours? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |
| 7. Are electrical breaker panels or fuse boxes kept unobstructed and labeled to show what circuit affects what area? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |
| 8. Are all electrical breakers free to operate (not taped open)? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |
| 9. Are there face plates on all electrical outlets and switches? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |
| 10. Are any extension cords used in place of permanent electrical wiring? If so, please remove. Extension cords are not allowed in business occupancies. | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |
| 11. Are combustibles (paper, rags, boxes, etc.) stored at least 3 feet from gas appliances (water heater, furnace, etc.)? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |
| 12. Are oily rags stored in metal containers? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |
| 13. Do you have a minimum of one 10lb ABC fire extinguisher in your business?
Are all extinguishers visible and readily accessible for use? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |
| 14. Have all fire extinguishers been inspected and serviced by a fire extinguisher company within the last year? | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |

15. Have all your employees been instructed in the use of your fire extinguisher? Yes No N/A
16. Would you like information on fire extinguisher care and use? Yes No N/A
17. Is the attic access and scuttle opening kept closed as required by Code? Yes No N/A
18. Are all sheet rocked walls maintained without holes? Yes No N/A
19. Is storage kept at least 2 feet below the ceiling? Yes No N/A
20. Is the fire alarm system tested monthly? Yes No N/A
21. Are the batteries changed biannually in the smoke alarms? Yes No N/A
22. Does the water heater have a relief valve and gas shutoff valve? Yes No N/A
23. Do natural gas appliances have individual gas shutoff valves? Yes No N/A
24. Is your occupancy equipped with a fire alarm or sprinkler systems, and are they serviced annually? Yes No N/A
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