MECKLENBURG COUNTY
FIRE MARSHAL’S OFFICE

CHECK SHEET FOR PERIODIC FIRE INSPECTIONS

Please find below the majority of items that will be inspected during your periodic inspection.

NOTE: These listed items are not all the items that may be covered during a routine fire inspection. All fire code violations are referenced in the NC Fire Code.

EXIT AND EMERGENCY LIGHTING

___ Verify all required exit/exit paths are free of obstruction and doors are operable.
___ Verify exit lights are working.
___ Verify emergency lights are working.

FIRE EXTINGUISHERS

___ Verify annual inspection completed.
___ Verify locations, must be accessible and mounted properly.
___ Verify proper size and type.

FIRE ALARM SYSTEM

___ Verify annual inspection completed, copy of report kept on premises.
___ Verify fire alarm control panel location is properly marked and accessible.
___ Verify all devices are unobstructed.

FIRE PROTECTION CONSTRUCTION

___ Verify fire rated walls and ceilings are not breached or damaged.
___ Verify exit lights are working.

HAZARDOUS MATERIALS

___ Verify proper permits are current and available, where required.
___ Verify all Material Safety Data Sheets are maintained and available.
___ Verify proper storage of all hazardous materials.
___ Verify hazardous placard (NFPA 704) is available, as required.
___ Verify No Smoking signs are posted, where required.
___ Verify compressed gas cylinders are stored properly and are secure.

SPRINKLER SYSTEM

___ Verify annual inspection completed, copy of report kept on premises.
___ Verify riser is properly marked, unobstructed and accessible.
___ Verify Fire Department Connection (FDC) location is properly marked, unobstructed and accessible.
___ Verify sprinkler system risers are accessible with 36 inch clearance.

FIRE SUPPRESSION HOOD SYSTEM

___ Verify bi-annual inspection completed.
___ Verify manual pull is accessible.
___ Verify hood vent system is clean.

ELECTRICAL

___ Verify extension cords are not used in place of permanent wiring.
___ Verify covers are on all outlets, switches, junction boxes and electrical panels.
___ Verify electrical panel is accessible with 36 inch clearance.

MISCELLANEOUS

___ Verify street numbers are posed in front and rear and are visible from the road.
___ Verify gas meters are protected from vehicle impact.
___ Verify storage from ceilings are maintained, 18 to 24 inch clearance.