

## BELLINGHAM FIRE DEPARTMENT -- INSPECTION FORM

Location	Date
Occupancy Name	Phone

**The items CIRCLED below need your attention:**

<p><b>A. EXITS</b></p> <ol style="list-style-type: none"> <li>1. Unlock all public exit doors during business hours.</li> <li>2. Remove difficult-to-use locks or latches on non-public doors that affect ease of egress during an emergency.</li> <li>3. Remove obstructions, combustible materials and/or flammable liquids from exits, exit enclosures, and from beneath non-enclosed exterior stairways.</li> <li>4. Repair or maintain exit doors and hardware to operate properly.</li> <li>5. Remove combustible materials from beneath un-protected interior stairways.</li> <li>6. Provide exit signs with letters at least 6" high on a contrasting background.</li> </ol> <p><b>B. EXIT LIGHTING</b></p> <ol style="list-style-type: none"> <li>7. Repair lighted exit signs or emergency lighting.</li> <li>8. Provide lighting for exits, aisles, corridors and stairways.</li> </ol> <p><b>C. FIRE EXTINGUISHERS</b></p> <ol style="list-style-type: none"> <li>9. Provide ___extinguisher(s) size and type ( ) 2A10BC ( ) suitable for the hazard.</li> <li>10. Mount extinguishers at proper height (42" to top)</li> <li>11. Post signs indicating location where extinguishers are not readily visible.</li> <li>12. Portable fire extinguishers are due for annual maintenance.</li> </ol> <p><b>D. FIRE PROTECTION ACCESS AND EQUIPMENT</b></p> <ol style="list-style-type: none"> <li>13. Provide 4" high (minimum) address numbers of contrasting color to their background and visible from the street.</li> <li>14. Remove obstructions and/or provide access in fire lanes.</li> <li>15. Maintain access to and operation of standpipes, sprinkler valves, fire hydrants, and other fire protection equipment.</li> <li>16. Provide and maintain smoke detectors in proper operating condition.</li> <li>17. Provide and install protective covers on fire department hose connections.</li> </ol> <p><b>E. FIRE SEPARATIONS</b></p> <ol style="list-style-type: none"> <li>18. Remove obstructions from fire doors and maintain to operate properly.</li> <li>19. Seal unapproved opening in fire-resistance-rated construction.</li> </ol>	<p><b>F. HOUSEKEEPING</b></p> <ol style="list-style-type: none"> <li>20. Material susceptible to spontaneous ignition, such as oily rags, shall be stored in a listed disposal container.</li> <li>21. Clean grease from filters and hood/duct system.</li> <li>22. Storage of combustible waste is to be orderly and/or in approved containers and away from heat sources.</li> <li>23. Remove storage to at least 18" below level of sprinkler head deflectors.</li> <li>24. Maintain storage of combustibles 2 feet or more below the ceiling.</li> <li>25. Remove combustible materials from boiler, mechanical and electrical equipment rooms.</li> <li>26. Dumpsters (larger than 1.5 cu. yards) shall not be placed within 5 feet of combustible walls, openings or roof eave lines.</li> <li>27. Post and enforce "No Smoking" signs in hazard areas.</li> <li>28. Secure all compressed gas cylinders in an upright position against a support or in a cart. When not in use provide protective caps.</li> </ol> <p><b>G. FLAMMABLE/COMBUSTIBLE LIQUIDS</b></p> <ol style="list-style-type: none"> <li>29. Storage in excess of 10 gallons shall be in approved liquid storage cabinets.</li> <li>30. Storage of the less-than-10 gallons shall be in approved containers.</li> <li>31. Discontinue using flammable liquids for cleaning.</li> </ol> <p><b>H. ELECTRICAL</b></p> <ol style="list-style-type: none"> <li>32. Extension cords shall not be a substitute for permanent wiring, nor shall they be exposed to physical or environmental damage. Extension cords shall plug directly into an approved receptacle.</li> <li>33. Approved covers shall be provided for all electrical boxes. Open wiring splices shall be prohibited.</li> <li>34. Maintain at least 30" W x 36" D clearance in front of electrical service equipment.</li> <li>35. Electrical wiring that is modified or damaged shall be corrected.</li> <li>36. Discontinue use of non-approved multi-plug adapters.</li> </ol> <p><b>NOTE :</b> This occupancy has a lockbox [ ]yes [ ]no              If yes required keys are available and functional [ ]yes [ ]no  <b>If no, explain in notes.</b></p>
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**A brief explanation of the items noted above may be found on the back of this report.**

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This fire prevention survey was made for the purposes of promoting fire safety and to assist the owner/manager in correcting conditions, which may cause or contribute to a fire. It contains a list of items that must be corrected to bring the safety conditions up to the minimum standards prescribed by the International Fire Code and City Ordinance. This inspection does not alleviate the owner/manager's ongoing obligation to locate and correct safety hazards.

**A follow-up inspection will be made on or about** \_\_\_\_\_  
 If you have questions, please call 360-676-6832 between 8 AM and 5 PM Monday through Friday.

Received by:	Date
Signature <span style="float: right;">Print</span>	
Inspection Completed by:	Date
Print	

## Explanation of the Form

1. Locked exit doors make it impossible for occupants to escape safely and quickly. (IFC 1008.1.8.3)
2. Non-public exits should still be easily opened without the use of a key or special knowledge or effort. (IFC1028.2)
3. Exit pathways free of obstructions and combustibles are essential to insure safe rapid occupant evacuations during an emergency. (IFC 315.2.2, 1028.3)
4. Well-maintained exit doors and panic hardware provide safe and easy egress from a building. (IFC 1028)
5. Combustibles stored beneath unprotected interior stairs present a fire risk that can endanger persons using that escape route. (IFC 315.2.4)
6. Clearly identified exits enable occupants to quickly and safely leave the building in an emergency. (IFC 1011.1, 1011.5.1)
7. Safeguard devices, equipment, systems, conditions, arrangements, level of protection, or other features shall be continuously maintained. (IFC 107.1)
8. Well-lighted means of egress, including the exit discharge, prevent panic and provide safer egress for occupants. (IFC 1006.1)
9. Extinguishers shall be provided appropriate to the types of hazards. (IFC 906)
10. Proper height helps insure ease of use. Mounting helps to prevent damage and to find them in an emergency. (IFC 906.7 thru 9)
11. Where extinguishers are not clearly visible, signs help occupants find the equipment. (IFC 906.6)
12. Annual maintenance will assure extinguishers operate properly (NFPA 10, IFC 906.2)
13. Proper address is critical to help emergency personnel find your location. (IFC 505.1)
14. Fire/emergency apparatus need access to all structures within Bellingham, as well as room to effectively maneuver. (BMC 17.20.030, IFC 503.1.1, IFC 503.4)
15. Fire protection equipment must have clear access and be operational at all times to be effective in an emergency. (IFC 107.1 & 508.5.4, 508.5.5)
16. Properly installed and maintained smoke detectors are essential in alerting occupants to a fire. (IFC 102.8, 107.1, 907.2.6.3.3, NFPA 72)
17. Protective covers are required to prevent accumulations of debris that might inhibit fire department pumping the connections. (IFC 912.3.1)
18. Fire and smoke doors should not be blocked open or obstructed. Doing so allows fire and smoke to easily travel through a structure. (IFC 703.2)
19. Flame and smoke can easily travel through holes and pipe chases. This allows any fire to extend deep into the building. (IFC 107.1, 703.1, nfpa 80)
20. Certain materials, under the right conditions, can spontaneously ignite. This can happen when no one is around, thus making proper storage critical. (IFC 304.3.1)
21. Regular cleaning of the hood, duct, and filters will eliminate the dangerous buildup of flammable grease. (IFC 904.11.6.3)
22. Proper handling of combustible waste material can greatly reduce the hazards of fire. (IFC 304.1, 304.3.2, 315.2)
23. Sprinklers are designed to require this clearance to establish their spray pattern. (IFC 315.2.1)
24. Heat rises to ceilings first. Combustibles stored there will promote the rapid spread of fire. (IFC 315.2.1)
25. Combustible materials in these equipment rooms often get too close to sources of heat and a fire will likely result. (IFC 315.2.3)
26. Dumpsters are a common fire target for vandals. Moving the dumpster away from combustible surfaces will reduce the risk of a fire spreading to the building. (IFC 304.3.3)
27. Smoking in these areas is considered to be a hazard (flammable or combustible materials, brush, etc.). Signs must be posted to prevent this. (IFC 310)
28. Except in fill or service facilities, compressed gas cylinders shall be restrained. A fall could result in a valve breaking free causing catastrophic failure. (IFC 3003.5.3)
29. In the event of a fire, flammable and combustible liquids could readily accelerate the fire's spread. Confining these liquids to secure cabinets will limit the fire exposure. (IFC 3404.3.4.4)
30. Approved containers for flammable or combustible liquids are designed to prevent the escape of vapors that could ignite. (IFC 3404.3.4.4)
31. Sparks, pilot lights or other sources of heat, can easily ignite these highly volatile liquids. (IFC 3405.3.6)
32. Misused or abused extension cords are a ready source of heat and potential fire. (IFC 605.5)
33. Proper wiring and covers protect people from being shocked and fires being caused by short circuits and sparks. (IFC 605.6)
34. Access to electrical panels must be clear to allow for general inspection and emergency shutdown. (IFC 605.3)
35. Worn or broken wiring and plugs, or non-authorized modifications, present a fire hazard. (IFC 605.1)
36. Non-approved multi-plug adapters or the over use of any multi-plug adapter can result in overheating and a fire. (IFC 605.4)