

SELF INSPECTION CHECKLIST

The Colorado Springs Fire Department prides itself on our proactive approach to life safety based on three principles: Education, Engineering, and Enforcement. Our goal is to provide a safe environment for our city's citizens and visitors.

The following Self Inspection Checklist is an educational tool for business owners and managers to provide a fire safe business for their staff, patrons, and visitors. It is not, however, intended to take the place of an official Fire Department inspection. The items are general requirements based on common Fire Code violations typically found in most businesses.

BUILDING INTERIOR

- All exit doors are free of obstructions and unlocked during business hours when occupied
- Aisles and exits are free of storage or obstructions
- Fire doors are not propped or blocked open and are self closing and self latching
- Exit signs and emergency lights are operational with primary and emergency power supplies
- At least one fire extinguisher is located within (75) feet travel distance of all portions of the building
- Fire extinguishers have been inspected and tagged by a licensed contractor within the last 12 months
- Fire extinguishers have a minimum 2A:10BC rating (rating on the label)
- Combustible materials are not stored in exit paths, under stairs, under floors, above ceilings, or in mechanical rooms
- Storage is maintained at least 2 feet from the ceiling
- Easy access and a clear space of 30 inches is maintained in front of all electrical panels
- Extension cords are not used in place of permanent wiring
- There are no multi-plug adapters. Listed power taps or trip outlets with over-current protection are used
- Signs identifying electrical rooms, mechanical rooms, and roof access are installed
- Fire alarm control panels and fire sprinkler valve locations are identified

- Lint traps and areas behind clothes dryers are free of lint buildup and other combustible debris
- Suite numbers are posted, contrast with the background, are at least 2.5 inches tall

BUILDING EXTERIOR

- Address numbers are posted, contrast with the background, are at least 5 inches tall, and visible from the road
- Required "Fire Lane" signs are posted for driveways and access roads
- Gas meters and attached piping are protected from vehicular damage by concrete or steel posts
- If the building is equipped with a fire sprinkler or standpipe system, the fire department connection (FDC) has a clear space of at least 3 feet around connections and caps are in place
- There is at least 3 feet of clearance around all hydrants
- Dumpster or trash containers are least 5 feet from building openings or roof overhangs
- Up-to-date keys are within the Knox Rapid Entry System Box (where applicable)

SPECIAL SYSTEMS

- Fire sprinkler systems are inspected annually by a licensed Fire Suppression Contractor A
- Fire alarm systems are inspected annually by a licensed Fire Alarm Contractor
- Kitchen fire suppression systems are inspected every six months by a licensed Fire Suppression Contractor B
- Sprinkler valves have an unobstructed clear space of at least (3) feet

*To verify licensure, go to www.pprbd.org or call the
Pikes Peak Regional Building Department at 385-2884*

For More Information:

Colorado Springs Fire Department

Community Education & Outreach Unit

719-385-5950