WILCARE

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Monthly Fire Safety Inspection

Area of Assessment: Date:

Fire Warden Signature: Responsible Manager Signature:

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Extinguishers & Hose Reels

1. Are all fire extinguishers/hose reels present in their correct location?
2. Are all fire extinguishers hung or stand-mounted?
3. Do all fire extinguishers with pressure gauges show correct pressure?
4. Are all extinguishers/hose reels free from signs of corrosion?
5. Are all extinguishers/hose reels within their annual inspection date?
6. Are all extinguishers/hose reels unobstructed and freely visible?

Deviations (problems)	Unit #	Area

Escape routes and exits

7. Are escape routes clear from stored materials and debris?
8. Are all internal fire doors closed (not wedged open)?
9. Are final exit doors clear and unobstructed on both sides?
10. Do exit doors open easily?
11. Are external pathways from the exits away from the building clear?

Deviations (problems)	Exit Route

Signs

12. Are escape route signs clearly visible and legible?
13. Do signs indicate the nearest escape route from all workplaces?
14. Are exit doors labelled?
15. Are Assembly point signs visible?

Deviations (problems)	Signage	Area

Emergency lighting *(if present)*

16. Are all emergency light indicators illuminated (if present)?
17. Are all covers, diffusers, etc. present and fitted?
18. Do emergency lights illuminate for a minimum of 10 minutes when the electricity supply is disconnected (must be done each month)?

Deviations (problems)	Type of lighting, Support or Escape	Area

Fire Alarm *(if present)*

19. Is the alarm sounded monthly?
20. Do all break glass call points have covers / glass / plastic panel fitted?
21. Are all Assembly points clearly visible and unobstructed?
22. Is the alarm system audible?

Deviations (problems)	Area