

# Common Fire Code Violations Checklist

Listed below are some of the most commonly found fire code violations and should not be considered as all inclusive.

## Exterior Features

- All fire access roads signed per TFD standards and access roads are clear and unobstructed.
- Fire hydrants shall be visible and accessible (3' clearance).
- Fire Department Connection (FDC) visible, unobstructed and signed (if necessary).
- Address clearly visible from the street.
- Suite numbers on both front and rear doors
- Address listed on electric services and gas meters (and/or disconnecting means).
- TFD key box located at the main entrance and/or riser room (w/ updated keys).
- Building emergency contact information updated and in key box.

## Exits

- Exits unlocked. All exit doors located in the means of egress shall be operable from the egress side without the use of a key, tool or any special knowledge or effort, or provided with approved panic hardware. Exception: main entrance.
- Panic hardware in place (where required) and operating correctly.
- If panic bar in place, there are no other locking devices.
- No surface bolts or hasp locks are on any door within the path of egress.
- Exits are not blocked.
- No obstructions within the path of egress.
- Exit signage is visible from all portions of the building.
- Exit signs are illuminated.
- Emergency egress lighting operational.

## Electrical

- Electric panels and circuits are labeled.
- Empty slots in electrical panels filled.
- Extension Cords not used as permanent wiring.
- Only approved/listed multi-plug devices utilized per code.
- Fixtures and electrical appurtenances in good condition.
- All cover plates in place.

## General

- Storage clearance: non-sprinklered – 24 inches to ceiling; sprinklered – 18 inches to sprinkler heads.
- Sprinkler heads are clear of paint/debris.
- Ceiling tiles in place.
- Clearance in front of electrical panel a minimum of 36 inches.
- Mechanical/electrical/boiler rooms free from storage and combustibles.
- Occupancy loads posted (all assembly areas).
- Fire rated assemblies constructed and penetrations sealed.
- Flammables/combustible liquids stored in proper location and containers.
- Wall and ceiling finishes are in accordance with the Fire Code. Tests on interior finishes may be required.
- Fire doors and fire rated assemblies intact and in proper working order.
- Fire doors unblocked and operational and signed.
- Elevator keys in an “approved” location.
- Dumpsters located at least 5 ft. from any building opening.
- General good housekeeping and precautions against fire in place.

## Fire Protection Equipment

- Portable fire extinguishers serviced (annually).
- Minimum 2-A:20-BC fire extinguishers per 3000 sq. ft. with a max. travel distance of 75 ft. from any point.
- Kitchen hood and duct system clean; and inspected at intervals per the Fire Code.
- Hood extinguishing system UL300 compliant, tested (every 6 months) and tagged; in-service and deemed operational, with no known deficiencies.
- K-class extinguisher tested (annually), tagged, mounted within 30 ft. of cooking equipment.
- Sprinkler system tested (annually) and tagged; in-service and deemed operational, with no known deficiencies.
- Alarm system tested (annually) and tagged; in-service and deemed operational, with no known deficiencies.
- Other fire protection systems (ventilation, smoke dampers, smoke control, storage tanks) tested (annually); in-service and deemed operational.
- Records of all Fire Protection Systems’ testing on site (3-yrs).
- Fire protection equipment room(s), (riser room, FCP, pump, elevator) labeled and access provided.
- Access control system/gates in-service, inspected and deemed operational.

**\*Additional criteria may be required by the Fire Marshal depending upon your specific building and operations.**