



Gilford Fire-Rescue

Phone (603) 527-4758 Fax (603) 527-4763

Life Safety Systems Pre-Inspection Checklist

Property / Business Name: _____

Address: _____ Date: _____

Gilford Fire-Rescue conducts annual or bi-annual Life Safety Inspections of commercial buildings and businesses aimed to identify possible fire and life safety hazards and to safeguard our community.

To prepare for and in the time between inspections – and way before a code violation is issued – building owners, business owners and facility managers should use this checklist to conduct internal self-inspections. Periodic evaluations ensure safety in your business and prepare you to pass an official inspection.

Building owners, business owners and property managers should be aware of these areas and ever vigilant about their compliance. The areas listed below, however not limited to, are reviewed during an official Life Safety inspection.

SYSTEM	DESCRIPTION	PASS	FAIL	N/A
EXIT Signs	Maintained, clean, legible, illuminated, 90 minute test, stand-by power			
Emergency Lighting	Maintained, clean, illuminated, 90 minute test, stand-by power, placed to illuminate the egress path			
Portable Fire Extinguishers	Mounted properly, annual service tag, monthly inspection, accessible			
Fire Alarm	Annual service test/maintenance report, maintained, accessible			
Sprinkler	Annual service test/maintenance report, maintained, accessible			
Ventilation Hood	Inspected/cleaned and tagged within last 6 months, daily or weekly cleaning by staff			
Hood Suppression	Annual service tagged, monthly inspection, maintained, accessible			
Exits/Egress	Clearly marked, visible and unobstructed, two remote exits available, path to street open and unobstructed (including ice/snow)			
Doors	Open without excessive force, in the path of travel, panic hardware working properly			
Combustibles	Proper clearances, no excessive storage, trash and recyclables properly removed			