

GOVERNMENT OF THE DISTRICT OF COLUMBIA
Department of Consumer and Regulatory Affairs

Permit Operations Division



**CHILD CARE HOMES,
DAY CARE and CHILD DEVELOPMENT CENTERS**

**FIRE AND LIFE SAFETY REQUIREMENTS
FOR
PERMITTING AND LICENSING**

CHILD CARE HOME, DAY CARE AND CHILD DEVELOPMENT CENTERS

GENERAL

Building permit and inspection approval shall be verified by copy of permit and written documentation of said approval. Written approval shall be prerequisite for a Cof O. The form shall be signed and dated by the enforcement official in the Department of Consumer and Regulatory Affairs.

DCRA Permits and Inspections, and Cof O approvals shall be obtained in the following circumstances:

- Upon initial application for licensure;
- At any time of any major modification or alteration of any existing structure presently being used for a child development facility; and
- Prior to use of parts of the structure not previously inspected and approved for use as child development centers.
- Fire prevention inspection, and approvals shall be obtained:
- Annually within the preceding licensing period but prior to the expiration of the center's existing license.

Failure to comply with the provisions of these rules shall be grounds for refusal to license, or for revocation of a license.

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CHILD CARE HOME APPLICANTS:

Provide Cover Letter as Shown below:

To Whom It May Concern:

1. I am seeking a Child Care Home license for my home at _____

2. I will abide by the fire evacuation Plan that follows on page:

Director's Signature

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Construction Code Requirements

According to the International Building Code/(IBC) 2006ed., section 310, “A child care facility which accommodates five or less children of any age for less than 24 hours shall be classified as Use Group R-3”. Child care facilities that are a single family home are permitted to comply with the IRC International Residential Code.

Portable Fire Extinguishers:

1. Portable fire extinguishers shall have a minimum classification of 2A-10BC.
They shall be properly located and there shall be a minimum of one extinguisher per floor.
2. All extinguishers shall be properly maintained and shall bear a current inspection tag, sticker, etc. issued by an extinguisher maintenance certified company.

Smoke Detectors:

1. The D.C. Smoke Detector Law requires a smoke detector to protect each sleeping area.
2. At least one smoke detector shall be installed on each floor/ level of the child care facility.
3. Smoke detectors shall be installed by direct wire (hardwired) to the power supply of the building in all Use Group R-3 dwelling units. Where multiple smoke detectors are required, they shall be interconnected so that when one alerts they all alert.

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IBC CHAPTER 10

1008.1 Doors. Means of egress doors shall meet the requirements of this section. Doors serving a mean of egress system shall meet the requirements of this section and Section 1018.2. Doors provided for egress purposes in numbers greater than required by this code shall meet the requirements of this section.

Means of egress doors shall be readily distinguishable from the adjacent construction and finishes such that the doors are easily recognizable as doors. Mirrors or similar reflecting materials shall not be used on means of egress doors. Means of egress doors shall not be concealed by curtains, drapes, decorations or similar materials.

1008.1.1 Size of doors. The minimum width of each door opening shall be sufficient for the occupant load thereof and shall provide a clear width of not less than 32 inches (813mm). Clear openings of doorways with swinging doors shall be measured between the face of the door and the stop. With the door open 90 degrees (1.57 rad). Where this section requires a minimum clear width of 32 inches (813mm) and a door opening includes two door leaves without a mullion, one leaf shall provide a clear opening width of 32 inches (813mm). The maximum width of a swinging door leaf shall be 48 inches (1219 mm) nominal. (1054 mm). The height of the doors shall not be less than 80 inches (2032 mm).

Exceptions:

1. The minimum and maximum width shall not apply to door openings that are not part of the required means of egress in Group R-2 and R-3 occupancies.
2. Door openings to resident sleeping units in Group I-3 occupancies shall have a clear width of not less than 28 inches (711 mm).
3. Door openings to storage closets less than 10 square feet (0.93m²) in area shall not be limited by the minimum width.
4. Width of door leafs in revolving doors that comply with Section 1008.1.3.1 shall not be limited.
5. Door opening within a dwelling unit or sleeping unit shall not be less than 78 inches (1981 mm) in height.
6. Exterior door opening in dwelling units and sleeping units, other than the required exit door, shall not be less than 76 inches (1930 mm) in height.
7. In other than Group R-1 occupancies, the minimum widths shall not apply to interior egress doors within a dwelling unit or sleeping unit that is not required to be an Accessible unit.

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IBC CHAPTER 10

1008.2 Gates. Gates serving the means of egress system shall comply with the requirements of this section. Gates used as a component in a means of egress shall conform to the applicable requirements for doors.

Each device has at least 16.5 inches (419 mm) clear width at and below a height of 39 inches (991 mm) and at least 22 inches (559 mm) clear width at heights above 39 inches (991 mm).

Where located as part of an accessible route, turnstiles shall have at least 36 inches (914 mm) clear at and below a height of 34 inches (864 mm), at least 32 inches (813 mm) clear width between 34 inches (864 mm) and 80 inches (2032 mm) and shall consist of a mechanism other than a revolving device.

1008.3.1 High turnstile. Turnstiles more than 39 inches (991 mm) high shall meet the requirements for revolving doors.

1008.3.2 Additional door. Where serving an occupant load greater than 300, each turnstile that is not portable shall have a side-hinged swinging door which conforms to Section 1008.1 within 50 feet (15 240 mm).

Exceptions:

1. Alternating tread devices in accordance with Section 1009.9.
2. Spiral stairways in accordance with Section 1009.8.

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FIRE EVACUATION PLAN

The purpose of this plan is to provide a reasonable degree of fire safety for person in the family living unit. Did you know you are responsible for fire prevention? Residential occupancies fires are the third leading causes of accidental deaths and sixty (60) percent of those are preventable. Unfortunately too few of us take the dangers of fire seriously enough.

We have attempted to minimize the likelihood of a fire and related injuries through our fire safety awareness information. The next three (3) categories we've considered important enough to mention briefly.

(A) Minimizing fire hazards, the three (3) traditional fire killers are Smoking in bed, unattended children, and improper use of or storage of flammable liquids.

(B) Early warning devices, such as automatic fire alarm systems, sprinkler systems, heat and smoke detectors.

(C) Fire escape plan, each family member should know two(2) different escape routes from each room, the proper way to evacuate from a smoke filled room or building and the guidelines to follow if you are trapped in a burning building.

1. As a day care provider the children will not be left unattended, adult Supervision will always be provided to monitor the activities of the children in my care home.
2. As a day care provider I would not allow circumstances to compromise the safety of the children in my care.
3. I have # _____ type _____ fire extinguisher (s) located in my home.
4. I understand how to operate the fire extinguisher (s) in my home.
5. Smoke detectors are tested monthly.
6. Fire drills are performed monthly.
7. Briefly describe how you will evacuate the children from the Building _____

_____.

8. The following areas will be utilized for day care purposes in my home.

9. Enclosed is a floor diagram of my home.
10. Upon discovering a fire or hearing the fire alarm or smoke detector the director will alert all personnel to immediately evacuate the building.
11. The director shall assist the children in evacuating the building and then proceed directly to the assembly area located at _____.
12. All personnel shall leave the building in an orderly manner by assigned Exits all rooms shall be checked to insure total evacuation and isolate the area by closing the doors.
13. Notification shall be given to the Fire Department by telephone (preferably from another address). Give the name, exact street address, name of the building and any other pertinent information.
14. At the assembly area the director shall take a count to insure that Everyone is accounted for.
15. All personnel shall stay at the assembly area until an "ALL CLEAR" notification is given by, an official from the Fire Department.

APPLICATION DETAILS

NAME OF PROVIDER _____

ADDRESS _____

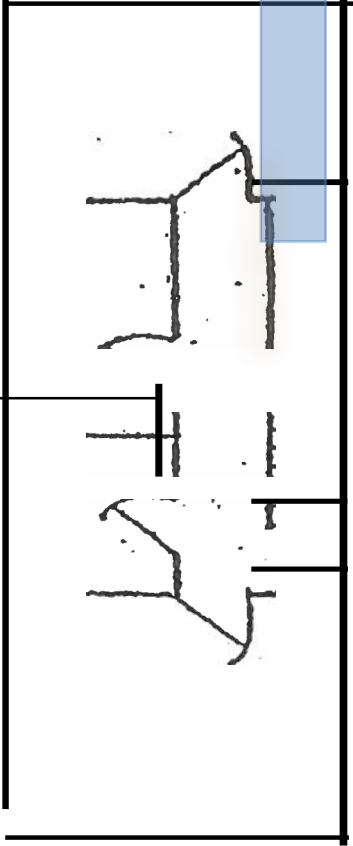
Signature of Provider / Director



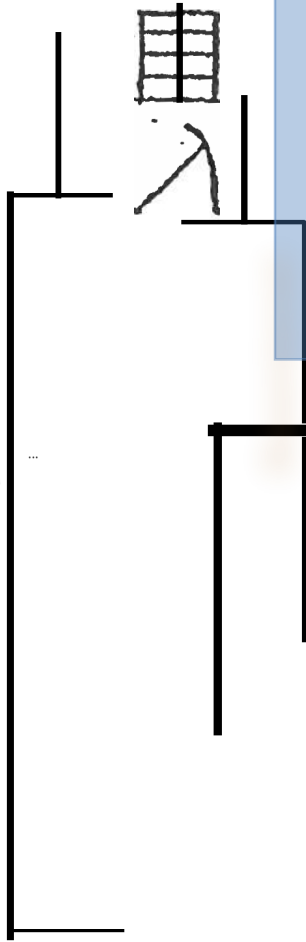
**Please Provide a Floor plan
that reflects your layout
with the appropriate
items indicated**

Example

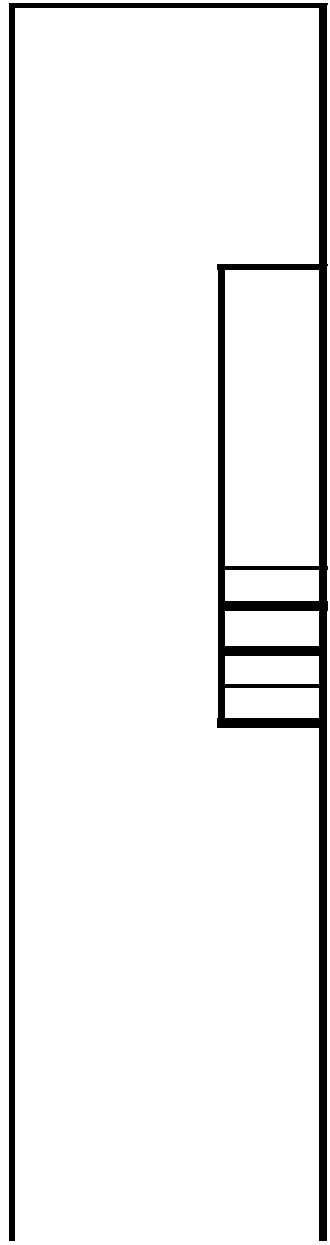
2nd Floor



1st Floor

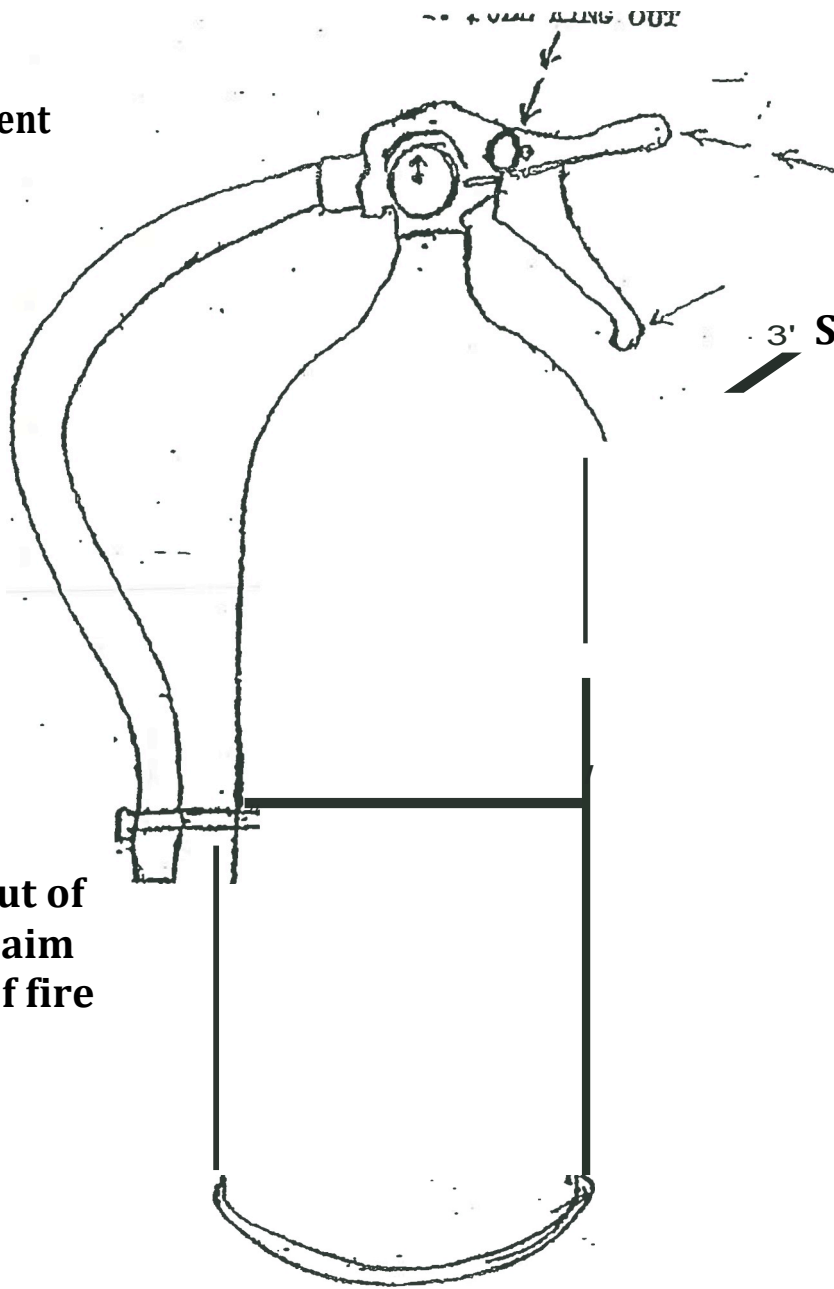


Basement



..

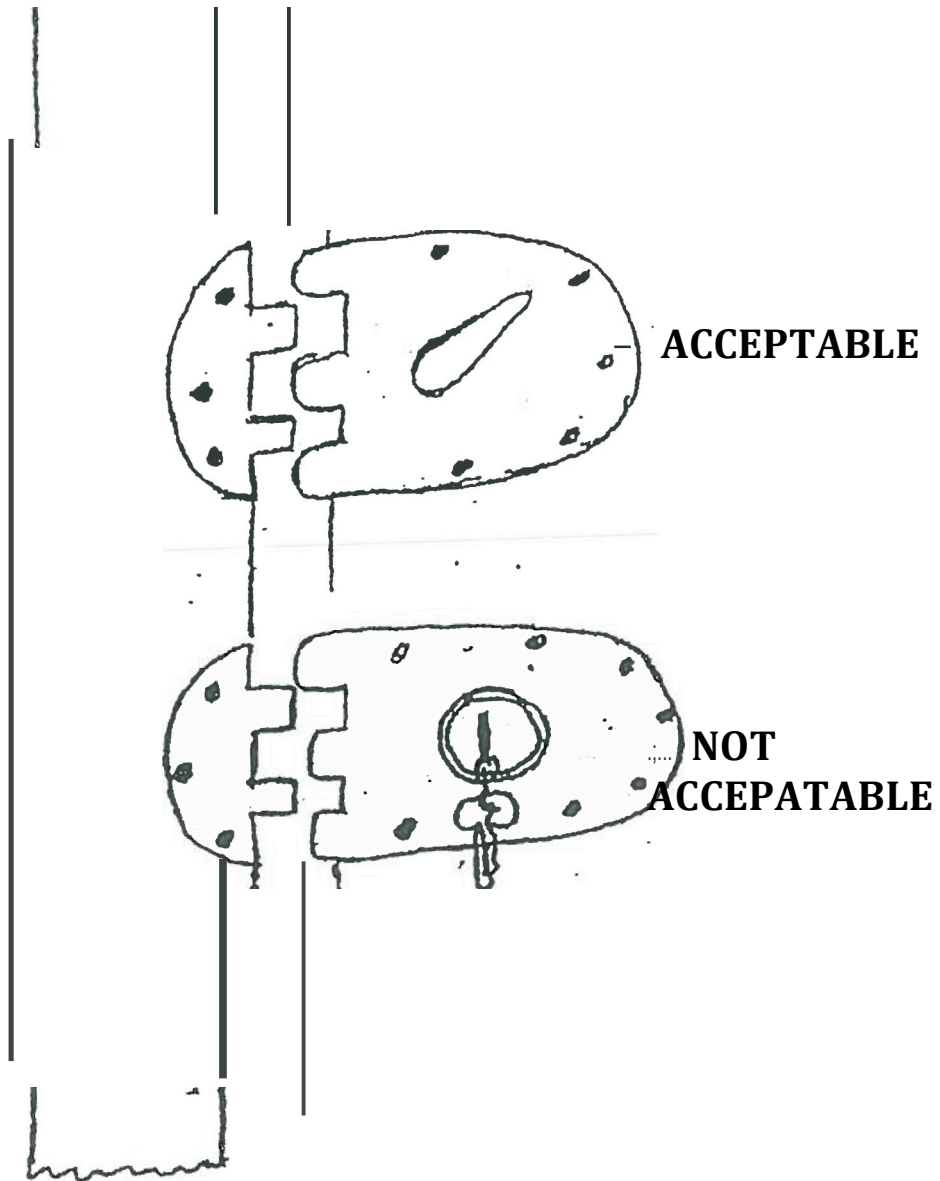
Fire Attachment



Pull Hose out of holder and aim at bottom of fire

2-A-10-B-C Classification

**Minimum Classification
Required by the
D.C. Fire Department**

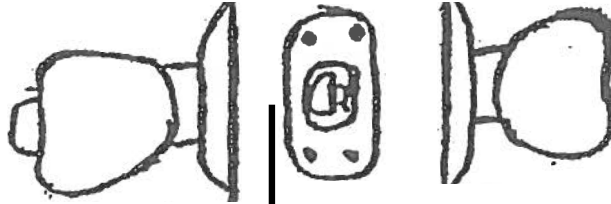


**LOCKING
DEVICES**

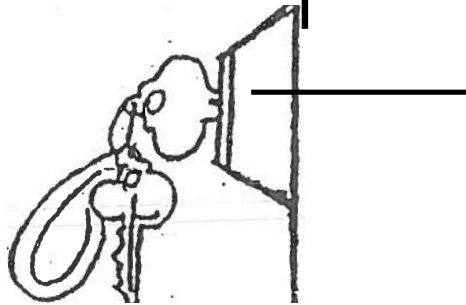


**NOT
ACCEPTABLE**

ACCEPTABLE



LOCKING DEVICE



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DAY CARE and CHILD DEVELOPMENT CENTER APPLICATION

Provide Cover Letter as Shown below:

To Whom It May Concern

1. As director of _____ I am seeking license for _____ staff members, _____ Children and _____ infants.
2. I will abide by the fire and eveacuation plan that follows:

Each classroom shall have posted
 - a. Primary and secondary evacuation routes
 - b. Fire alarm striking stations _____
 - c. Fire extinguishers-
 1. Number of extinguishers _____
 2. Type _____
 3. Capacity _____
 - d. Exit Light fixtures
 - e. Fire detection devices
 1. Smoke detectors _____
 2. Heat detectors _____
 3. Sprinkler system _____
3. I will instruct all staff memebers to comply with the Fire Protection Rules as outlined in the attachment.
4. Each staff member shall be given a copy of this Fire Evacuation Plan during his/her orientation briefing.
5. Smoke detectors shall be tested monthly.
6. Fire drills shall be performed monthly.

7. Briefly describe how you will evacuate the children from the building _____

_____.
8. The following areas will be utilized for day care purposes in my home.

9. Enclosed is a floor diagram of my home (where applicable).
10. Upon discovering a fire or hearing the fire alarm or smoke detector I will alert all personnel to immediately evacuate the building.
11. I will assist the children in evacuating the building and then proceed directly to the assembly area located at _____.
12. All personnel shall leave the building in an orderly manner by assigned exits all rooms shall be checked to insure total evacuation and isolate the area by closing the doors.
13. Notification shall be given to the Fire Department by telephone (preferably from another address). Give the name, exact street address, name of the building and any other pertinent information.
14. At the assembly area I shall take a count to insure that Everyone is accounted for.
15. All personnel shall stay at the assembly area until an "ALL CLEAR" notification is given by, an official from the Fire Department.

Signature of Provider / Director

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FIRE EVACUATION PLAN FOR DAY CARE & CHLD DEVELOPMENT CENTERS

1. The objective of this plan is to reduce the possibility of injury to personnel in the event of an emergency. An important decision must be made once the interior fire alarm system has been activated; is it necessary to evacuate the building? If there is any doubt as to the seriousness or nature of the alarm, evacuate the building.
2. Upon discovery or notification of a fire, verbally notify staff and students IMMEDIATELY and proceed to evacuate the building.
3. Staff members shall call the fire department by dialing 911, preferably from another address. If notification is by telephone, give the exact street address, section of the city (NW, SE, etc.) name of building, location and extent (floor, people trapped, handicapped occupant etc.) of fire or danger.
4. All personnel shall leave the building in an orderly manner by assigned exits or stairway. The staff shall search all rooms to insure total evacuation, and isolate the area by closing all doors.
5. The staff shall assist and direct students in evacuating the building and then proceed directly to the assembly area located at _____.
6. At the assembly area, the staff IMMEDIATELY take a head count to insure that everyone is present and accounted for. Unaccounted personnel should be reported to the fire official on the scene.
7. The staff shall remain at the assigned assembly area with the students until an all clear notification is given by an official from the fire department to return to the building.
8. Instruction will be given to the staff and students to:
 - a. Not attempt to secure or recover items of clothing or personal property after the fire alarm is sounded.
 - b. What actions to take if the fire alarm is sounded and they are not in their regular area.
 - c. Familiarize them with the location of the interior fire alarm striking stations and its operation.
 - d. IMMEDIATELY evacuate the building upon hearing the sound of the fire alarm, even though it may be a drill.
 - e. Familiarize themselves with the location of all stairways, fire escapes and exits.

9. The Director shall designate a staff member to inspect all exit facilities during the morning of each day. The inspection will determine if:
 - a. All exit doors are unlocked and accessible to the occupants of the building.
 - b. All exit lights are burning.
 - c. All stairway doors are closed but operable.
 - d. All openings leading to fire escapes and exits are clear of encumbrances and free of ice and snow during inclement weather.
10. Fire drills will be sounded on the interior fire alarm system.
11. All staff members will be instructed to IMMEDIATELY correct any condition likely to interfere with safe egress. Otherwise report it at once to the appropriate authorities. Also familiarize themselves with the location of fire extinguishers and how to operate them.
12. The director will designate certain personnel in sufficient numbers to see that all occupants have evacuated after an alarm and search all areas. Also provide safe egress for physically or other wise handicapped occupants.
13. The staff and residents will be instructed that safety to life should always be first in any condition, and they will knowingly do nothing to compromise the safety of the occupants of this building.
14. Fire drills will be conducted at various times of the day and evening and recorded in the fire drill file.
15. Each classroom shall have posted an evacuation diagram indication:
 - a. Primary and secondary evacuation routes
 - b. Fire alarm striking station _____
 - c. Fire extinguishers-
 1. Number of extinguishers _____
 2. Type _____
 3. Capacity _____
 - d. Exits light fixtures
 - e. Fire detection devices
 1. Smoke detectors _____
 2. Heat detectors _____
 3. Sprinkler system _____
16. As director of _____, I will instruct all staff members to comply with the Fire Prevention Rules as outlined on the following page.
17. Each staff member shall be given a copy of this Fire Evacuation Plan during his/her orientation briefing.

APPLICATION DETAILS

Date: _____

Name: _____

Address: _____

Signature of Provider / Director

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CONSTRUCTION CODE REQUIRMENTS

DAY CARE and Child development centers are required to comply with DC Construction Codes, as carried in the DC Register, The Codes specifically includes the following codes by reference:

- DC Construction Code DCMR 12-2008 and by reference,
- International Building Code/2006
- International Plumbing Code/2006
- International Mechanical Code/2006
- International Fire Code/2006
- International Property Maintenance Code/2006
- International Residential Code/2006
- International Fuel Gas Code/2006
- International Energy Conservation Code/2006
- NEPA National Electrical Code/2005

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NOTICE TO APPLICANTS
INTERNATIONAL FIRE CODE (IFC) 2006 Edition

1. **FIRE SAFETY AND EVACUATION PLAN** shall be according to Section 404.3.1 and 404.3.2 of the IFC. The requirements shall include the following:
 - a. Fire evacuation plan for institutional building – The operator of building or parts thereof (including those with occupant loads less than 50) used for institutional purposes shall prepare and submit two copies of a fire evacuation plan to the code official for approval. The fire evacuation plan shall be put into operation upon receipt of notice of approval by the Fire Protection Division. The fire evacuation plan shall contain the signature of the person responsible for implementing the plan.
 - b. Fire evacuation plan for education buildings - The principal, head teacher or chief administrative officer of the buildings or parts thereof (including those with occupant loads less than 50) used for education purpose shall prepare and submit two copies of a fire evacuation plan for approval. The fire evacuation plan shall contain the signature of the person responsible for implementing the plan.
 - c. New educational occupancies – Buildings or parts thereof used for new education occupancies shall comply with the requirements of District of Columbia Construction Codes, and the International Fire Codes, (2008 DCMR 12 and 2006 IFC).
 - d. Familiarization with plan – All operations personnel of building or parts thereof used for educational purpose shall be directed to read the approved fire evacuation plan and to familiarize themselves thoroughly with the plan’s contents.
 - e. Plan to be posted – A copy of the completed fire evacuation plan, as approved and dated, shall be posted conspicuously on each floor and at each nursing or guard station of institutions.
 - f. High rise buildings – the owner or other person having charge of the buildings officially identified as high-rise buildings shall prepare and submit for review and approval, a fire safety plan and fire evacuation procedure that’s set forth and approved by this Division.
 - g. Distribution of the fire safety plan – The approved fire safety plan shall be distributed to the tenants and the building service employees. Tenants shall distribute to their employees applicable parts of the fire safety plan which effect their action if a fire or emergency occurs.

- h. Plan revisions – The owner or owner’s agent shall be responsible for promptly updating the fire safety and evacuation plans and procedures if changes in occupancy, use, or physical arrangement in the building occur.
2. **EGRESS DOORS AND GATES-** Shall be according to International Building Code (IBC) 2006 Edition. **Chapter 10 Section 1008.**

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INTERNATIONAL FIRE CODE IFC-2006

404.3.2 Fire Safety Plans: Fire safety plans shall include the following:

1. The procedure for reporting a fire other emergency.
2. The life safety strategy and procedures for notifying, relocating, or evacuating occupants.
3. Site plans indicating the following:
 - 3.1. The occupancy assembly point.
 - 3.2. The location of the fire hydrants
 - 3.3. The normal routes of fire department vehicle access.
4. Floor plans identifying the locations of the following:
 - 4.1. Exits
 - 4.2. Primary evacuation routes
 - 4.3. Secondary evacuation routes
 - 4.4. Accessible egress routes
 - 4.5. Areas of refuge
 - 4.6. Manual fire alarm boxes
 - 4.7. Portable fire extinguishers
 - 4.8. Occupant-use hose stations
 - 4.9. Fire alarm annunciation and controls
5. A list of major fire hazards associated with the normal use and occupancy of the premise, including maintenance and housekeeping procedures.
6. Identification and assignment of personnel responsibilities for maintenance of systems and equipment installed to prevent or control fires.
7. Identification and assignment of personnel responsible for maintenance, housekeeping and controlling fuel hazard sources.

405.2 Frequency: Required emergency evacuation drills shall be held at the intervals specified in Table 405.2 or more frequently where necessary to familiarize all occupants with the drill procedure. E.g.

Group E Monthly All occupants, or as modified in accordance with Section 408.3.2

405.5 Record Keeping: Records shall be maintained of required emergency evacuation drills and include the following information:

1. Identification of the person conducting the drill.
2. Date and time of the drill.
3. Notification method used.
4. Staff members on duty and participating
5. Number of occupants evacuated
6. Special conditions simulated
7. Problems encountered
8. Weather conditions when occupants were evacuated.
9. Time required to accomplish complete e

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SECTION 807 DECORATIVE MATERIALS

807.1 General: In occupancies of groups A,E,I,R-1 and dormitories in Group R-2, curtains, draperies, hanging, and other decorative materials suspended from walls or ceilings shall meet the flame propagation performance criteria (FPPC) of NFPA 701 in accordance with section 807.2 or be noncombustible.

In groups I-1 and I-2 occupancies, combustible decorations shall meet the above and be flame retardant unless the decoration, such as photographs and paintings, are of such limited quantities that hazard of fire development or spread is not present. In group I-3, combustible decorations are prohibited.

807.1.1 Noncombustible materials. The Permissible amount of noncombustible decorative material shall not be limited.

807.1.2 Combustible decorative materials: The permissible amount of decorative material meeting the FPPC of NFPA 701 shall not exceed 10 percent of the aggregate area of wall and ceilings.

Exception: 1. In auditoriums of Group A, the permissible amount of decorative material shall not exceed 50 percent of the aggregate area of walls and ceiling where the building is equipped throughout with an automatic sprinkler system in accordance with IBC Section 903.3..1.1 and the material is installed in accordance with section 803.4

2. In groups B and M occupancies, the amount of fabric partition suspended from the ceiling and not supported by the floor shall not be limited.

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FIRE PREVENTION RULES

The following Fire Prevention Rules shall be observed by **all employees**.

- A. Keep stairwell doors closed at all times to minimize spreading of fire from “chimney” effect.
- B. Keep room and corridor doors closed in case of fire to provide a temporary barrier against the spread of fire.
- C. Do not store equipment or material in the corridor. Such storage presents an escape hazard.
- D. Use approved safety can, particularly for “flammable liquid” such as gasoline for fueling power trucks and mowers.
- E. Do not plug in an excessive quantity of electrical equipment. Continuous loading of electric lines cause insulation to become crisp and fall away from the wire. The hot wire can readily ignite wall partition or other structures which it may contact. Multiple plugs or plug strips should be avoided. If fuses or circuit breakers repeatedly blow out, the circuit probably is overloaded. Request an electrician to determine the possible deficiency.
- F. Maintain good housekeeping in all areas of the building as this is one of the most effective means of preventing fire.
- G. Unauthorized and uninspected installation and operation of coffee makers, heating plates, and similar items should be avoided. Each department should require periodic inspections of these items by qualified electricians.
- H. Obey ‘NO SMOKING’ signs. Smoking is not permitted in the stock rooms, carpenter or paint shops, or in any place where flammables are used or stored. All areas in which smoking is prohibited shall clearly be marked by “NO SMOKING” signs.
- I. A minimum clearance of two feet should be maintained below ceiling or 18 inches below the heads of the sprinkler systems in the storage and other areas.
- J. Noncombustible ash trays should be provided and used by employees who smoke.
- K. Discard refuse promptly. Alert the cleaning force with a conspicuous sign to discard bulky refuse which will not fit into receptacles. Combustible wastebaskets, such as plastic, should not be permitted.
- L. Do not smoke while fueling office duplicating machines. Flammable solvents and oxidizers can readily be ignited by a cigarette. Copier paper may ignite when it becomes jammed. Keep an approved fire extinguisher nearby. Copier drums must be cooled before cleaned with an approved solvent.

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Telephone Directory (for inspections)
Between the hours of 7:30 am – 12:00 pm

Zoning Section.....	202-442-4576
Construction Inspection Scheduling.....	202-442-9557
Electrical Inspection Scheduling.....	202-442-9557
Plumbing Inspection Scheduling.....	202-442-9557
Fire Protection Technical Plan Review Division.....	202-442-9557

**DAY CARE CENTERS
INSPECTION/VIOLATION NOTICE**

Business Name _____ Telephone: _____
 Address: _____ Ward: _____
 Owner/Agent: _____ Telephone: _____
 Date of Inspection: _____ Time of Inspection _____

1. HOUSEKEEPING:

	YES	NO	VIOLATION
a. Floors clean and orderly.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Stairs clean and orderly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Adequate trash container	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Passageways unobstructed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Trash or rubbish in proper container	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Combustible materials properly stored	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g. Are flammable decorations used	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h. Storage areas clean and adequate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2. ELECTRICAL EQUIPMENT:

	YES	NO	VIOLATION
a. Wiring in good condition.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Wiring runs under carpet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Circuits properly fused	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Adequate outlets	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Extension cords used as primary wiring	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Plates and covers in place	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3. FIRE ALARM EQUIPMENT(IF APPLICABLE:

	YES	NO	VIOLATION
a. Alarm system adequate.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Placards posted over alarm stat	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Systems in proper operating conditions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Periodic test done and records of results maintained	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Out of service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. FIXED EXTINGUISHINH SYSTEM-HOOD&DUCT:

	YES	NO	VIOLATION
a. Needs servicing.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Inadequate coverage .	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Out of service.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

5. FIRE EXTINGUISHER:

	YES	NO	VIOLATION
a. Proper type and size (Class 2A-10BC, minimum)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Properly located, (one for each floor)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Properly identified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. In good condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Inspected date current (Inspect yearly or after each use)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

6. APPROVED FIRE EVACUATION PLAN:

	YES	NO	VIOLATION
a. Are fire drills held according to IBC (Fire Protection Code, F-403.3.1)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Plan and instructions posted	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Records of Fire Drills maintained	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Fire regulations posted	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

7. SMOKE DETECTORS:

	YES	NO	VIOLATION
a. Proper type, (hardwired electric)with battery backup	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Properly located to protect sleeping areas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Monthly test conducted	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Records of test maintained.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

8. SMOKING:

	YES	NO	VIOLATION
a. No smoking rules enforced	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Ashtrays provided in smoking areas.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

INSPECTIONS/VIOLATIONS NOTICE

9. EXITS:

	YES	NO	VIOLATION
a. Adequately marked	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Adequately number of exits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Fire doors close flush into frame	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Do fire doors have defective self closing device	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Are fire doors maintained in a closed position	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Are fire doors UL or FM listed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g.			

	YES	NO	VIOLATION
h. Exits obstructed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i. Corridors and fire stairways properly protected	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
j. Do stairs have handrails on both sides.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
k. Fire escapes maintained in good condition.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

10. SPRINKLER SYSTEM:(IF APPLICABLE):

a. Storage too close to head. (Minimum 18inch clearance)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Heads painted, corroded or loaded with foreign materials	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. High piled storage requires 3inches from sprinkler head..	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Address visible on building	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. No hazardous or dangerous accumulation of trash, rubbish or other flammable materials kept on premises.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. No more than one gallon of flammable liquid in an approved container, and no more than a pint in an approved containers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. Stove, furnaces and other heat producing devices are maintained and located as to not create a hazardous condition.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. Storage at the bottom or under the stairs.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16. Exit doors locked in a manner that would require a key to unlock that door from the outside.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

INSPECTION/VIOLATION NOTICE

17. Curtain and drape decorations are frame proof,(only 10% of wall can be covered with non-flame retardant decorations).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18. Clothes dryers properly vented	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19. Checked lint filters in dryers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20. Checked ceiling and walls for serious breaches, cracks inn motor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21. Furnace room properly enclosed,(self closing device work)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
22. Are security bars on windows installed according to code	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

23. Do emergency lighting remain on when normal service is interrupted.

YES	NO	VIOLATION
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

TOTAL VIOLATION(S) _____

Include all form 6's and forms 61's with this form.

Owner/Agent

Fire Inspector

REMARKS: