



## Appendix 20-A

### Fire Prevention and Protection Plan Checklist

YES	NO	N/A		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Does the facility have a fire alarm system?	How is it activated: _____ _____ Is the fire department automatically notified YES <input type="checkbox"/> NO <input type="checkbox"/>
How are people in the facility / on-site made aware of fire or other emergency?			_____ _____ _____	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Does the facility have smoke detectors or an automatic sprinkler system?	Is it operational: YES <input type="checkbox"/> NO <input type="checkbox"/>
What flammable / combustible materials are being stored on the premises and where?			<b style="text-align: center;">MATERIALS</b> _____ _____ _____	<b style="text-align: center;">LOCATION</b> _____ _____ _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are all sprinkler shut-off valves identified and accessible?	Do designated employees know their location and operation: YES <input type="checkbox"/> NO <input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are there an adequate number of extinguishers available?	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are the extinguishers inspected both monthly internally and annually by a vendor?	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are extra extinguishers needed to perform welding or other Hot Work operations?	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are there people designated for extinguishing fires?	Have they received the necessary training: YES <input type="checkbox"/> NO <input type="checkbox"/>
Describe the housekeeping and storage arrangements			_____ _____ _____	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are there procedures for evacuating employees / guests?	
Possible ignition sources. List.			_____ _____ _____	
Phone numbers to be called in the event of a fire			_____ _____ _____	
Additional Comments _____ _____ _____				