

Monthly Fire Extinguisher Checklist

for Village Health Clinics

Fire extinguishers should be inspected monthly for proper condition (NFPA 10:7.2.4.5). Clinic management can designate anyone to conduct this monthly check.

Monthly inspections should include the following elements:

- Located in the designated place.**

Confirm that the extinguisher is in the correct location, mounted in the cabinet or hangar correctly and is available for use.
- Extinguisher is unobstructed or visible.**

In its correct location, the fire extinguisher should be unobstructed and visible from any location in a room or space. If the extinguisher itself is not visible, a sign shall be placed that identifies the location.
- Operating instructions are on fire extinguisher, legible and facing outward.**

The monthly inspection includes making sure that each extinguisher has the instructions on the face of the unit and that they are easily readable and facing outward toward the user.
- Safety seals and tamper indicators are not broken or missing.**

All safety and tamper seals must be in place. These may not be replaced unless a person holds a Class II permit, even though it appears that the unit has not been used and is still in an operational condition.

- Pressure gauge reading or indicator is in the operable range or position.**

The pressure gauge or indicator must be in the green or operable condition or range. This is the indication that the unit is still charged and ready to be activated.

- Extinguisher was turned upside down at least three times (shaken).**

Turning the fire extinguisher upside down will help “fluff” the dry chemical and prevent it from becoming compacted.

- Initial and date the inspection tag.**

At the completion of the monthly inspection the inspector must initial and date the tag on the unit. This indicates that the above items have been completed and that the unit is ready to operate in case of an emergency.

If you have any questions or concerns, please call 907-729-4006.



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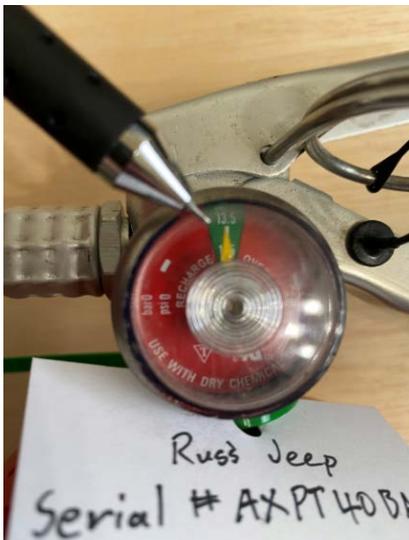
Monthly Fire Extinguisher Checklist Photo Addendum

Step 1: Locate the extinguisher to be inspected, if the extinguisher is obstructed be sure to clear any obstructions within a 3-foot radius. Extinguishers should be mounted no more than 5 feet from the ground and not less than 4 inches above the floor.



Generally, a person should not need to travel more than 30 feet to access an extinguisher. Check the front label to ensure the operating instructions are in place and visible. If tamper seals are used, check the tamper seal.

Step 2: Check that the pressure gauge indicator is in the operable (green) range.



Step 3: Turn the extinguisher upside down at least three times. By turning the extinguisher upside-down three times you will ensure the powder inside does not compact.



Step 4: Document your completed inspection by dating and initialing the inspection tag. For clinics that have AAAHC or JC accreditation, it's recommended to record the inspection on a monthly inspection log in addition to the tag.

