

Fire Prevention and Fire Protection Program - Quarterly Inspection Report (Appendix 2)

395 Hudson Street

Quarter

Year

	Fire Safety Elements	Remarks
1. Exit Doors	_____	_____
2. Fire Extinguishers	_____	_____
3. Floor Area	_____	_____
4. Exit Signs and Lights	_____	_____
5. Personnel Requiring Assistance During Evacuation (mark on separate sheet)		

A daily inspection was made and:

1. All self-closing exit doors were kept in the closed position and not illegally locked in any manner.
2. All required fire extinguishers were available with their location and operation known to all personnel.
3. Corridors and aisle spaces were kept free of obstructions and accumulation of combustible materials.
4. The exit signs and lights were lit and in good repair.

Return to:

Building Management

Building Floor: _____

Date: _____

Signed: _____