

Building No.: _____ Unit _____		Month	Day	Year
ITEM(S)	INSPECTION CRITERIA IAW MCIWEST-MCB CAMPENO 11320.13	S- FOR SATISFACTORY U- FOR UNSATISFACTORY N/A- NOT APPLICABLE		
		S	U	N/A
FIRE EXTINGUISHERS	Verify location, access/visibility, Pressure gauge-operable range, Fullness (weighing or hefting), instructions are legible/face outward, broken or missing safety seals, obvious physical damage, corrosion. Monthly "quick check" performed and annotated by trained personnel.			
FIRE ALARM & DETECTION	Manual pull stations, Fire Alarm Control Panel, audible/visual devices (Horn/Strobe) visible/clear of obstructions (36" clearance), Smoke Alarms/Detectors in place and operating normally. (intermittent flash)			
SPRINKLER SYSTEMS	Sprinkler heads unobstructed (18 inch clearance below sprinkler less than 15 foot stack, 36 inches below sprinkler for greater than 15 foot stack. 36" clearance minimum around sprinkler riser/control valves. Sprinkler heads free from paint, tape, nothing hanging from system.			
TRASH, WEEDS, DEBRIS	Trash removed from receptacles when full. Vegetation cleared from under and around facility to 30 feet in interface areas and where appropriate in paved areas. Bulk combustibles stored minimum of 50 feet or where appropriate as determined by Base Fire Department.			
EXITS, EXIT LIGHTS & EMERGENCY LIGHTS	Exit's properly marked, unobstructed and operable. Exit lights remain illuminated in both AC/DC modes. Emergency lights illuminate direction of egress and pass load test. (30 seconds on DC battery)			
ELECTRICAL PANELS AND ELECTRICAL WIRES	Breaker panels are accessible, unobstructed (36" of clearance). Extension cords temporary use only, not permanent wiring. Surge protectors/power strips not "daisy chained" or used in conjunction with extension cords, heating equipment or major appliances.			
OPEN FLAMES	No open flames allowed in structures (candles, lanterns, etc.)			
HEATING EQUIPMENT	All heat producing items, (coffee pots, heaters, etc.) UL approved, and used IAW manufactures guidance on non-combustible surfaces.			
HAZARDOUS MATERIALS/WASTE	Used and stored properly. SDS onsite and available. Properly placarded and/or labeled in accordance with NFPA704.			
SMOKING AREAS	Properly designated & identified, supervised, proper disposal receptacle.			
SAFETY BOARD	At a minimum Fire Bill and Evacuation Plan with Oriented Diagram including "you are here" indication, as well as Fire Warden contact info.			
MAJOR APPLIANCES	Safely located, with cord plugged directly into outlet. Confirm cord is not under the weight of appliance.			
BARBECUES/PROPANE	Barbecues are not allowed inside structures at any time. Propane tanks used for cooking are required to be stored outside in approved manner.			
CEILING TILES	Are ceiling tiles damaged, missing or moved creating avenues for smoke and fire to extend. Temporary maintenance displacement excluded.			
FIRE DOORS	Are fire doors being restricted from opening or closing Are any of the mechanisms damaged or out of adjustment			
FIRE LANES	Fire lanes around your facility must be properly marked (signs and/or painted curb), and remain clear for emergency vehicle access at all times.			
HOUSEKEEPING	Area should be orderly and all combustibles removed and stored properly. Ensure nothing is stored in electrical, boiler, HVAC areas or under stairs, and these areas are periodically cleaned and pest free.			

BUILDING FIRE WARDEN REPORT
MCB CAMP PENDLETON

NOTE: This document to be kept for one calendar year in a suitable Fire Warden binder, available for Fire Prevention staff during periodic inspection and upon request.