



Guidelines for Monthly Fire Extinguisher Inspections

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Office of the Fire Marshal

Fire Extinguisher Monthly Inspection



The following slides will show you how to conduct a monthly spot check for your area fire extinguishers.

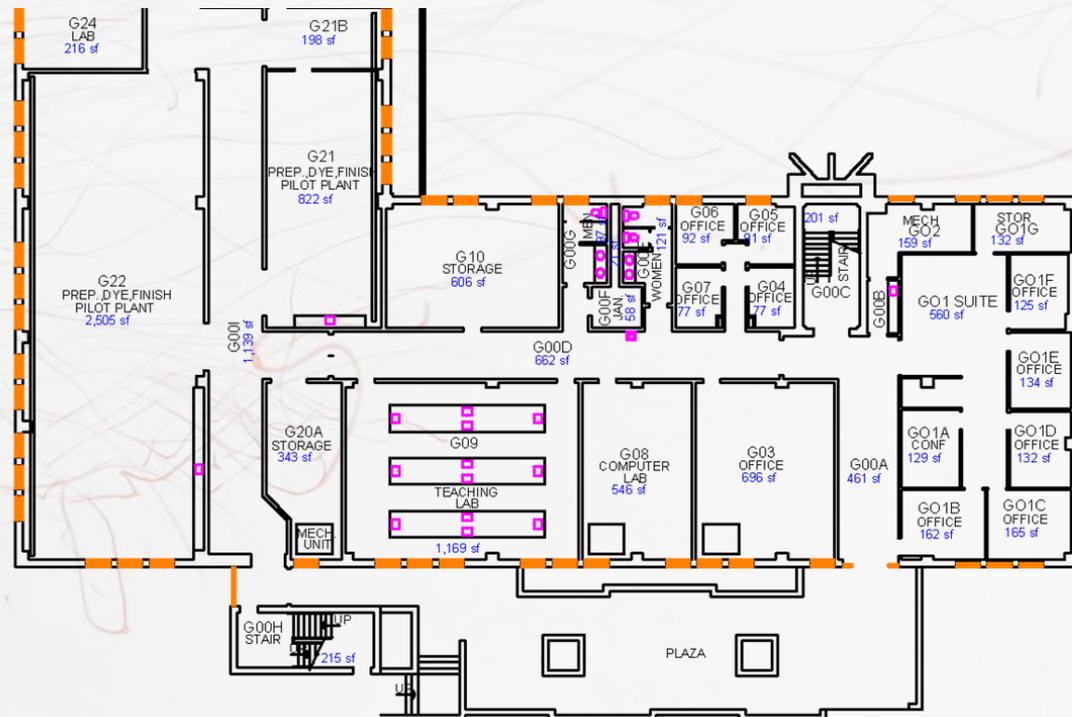
About Monthly Checks

-  A “Quick Check” is intended to give reasonable assurance that the fire extinguisher is fully charged and operable by inspecting a few key elements.
-  Monthly Spot checks do not require any special licensing and can be done by anyone with these instructions.
-  Monthly Checks required by OSHA 1910.157 and by Fire Code.



Extinguisher Locations

First you must know the locations of the units. A building floor plan is a great tool for notating the location of fire extinguishers. Building floor plans are located on the University Facilities website.



Location and Access

Verify that the units are all in their intended location and are not blocked. There can be no obstructions to access or visibility. If small items can be relocated easily please do so. Otherwise contact the Building Security Coordinator or the Fire Marshal Office for assistance.



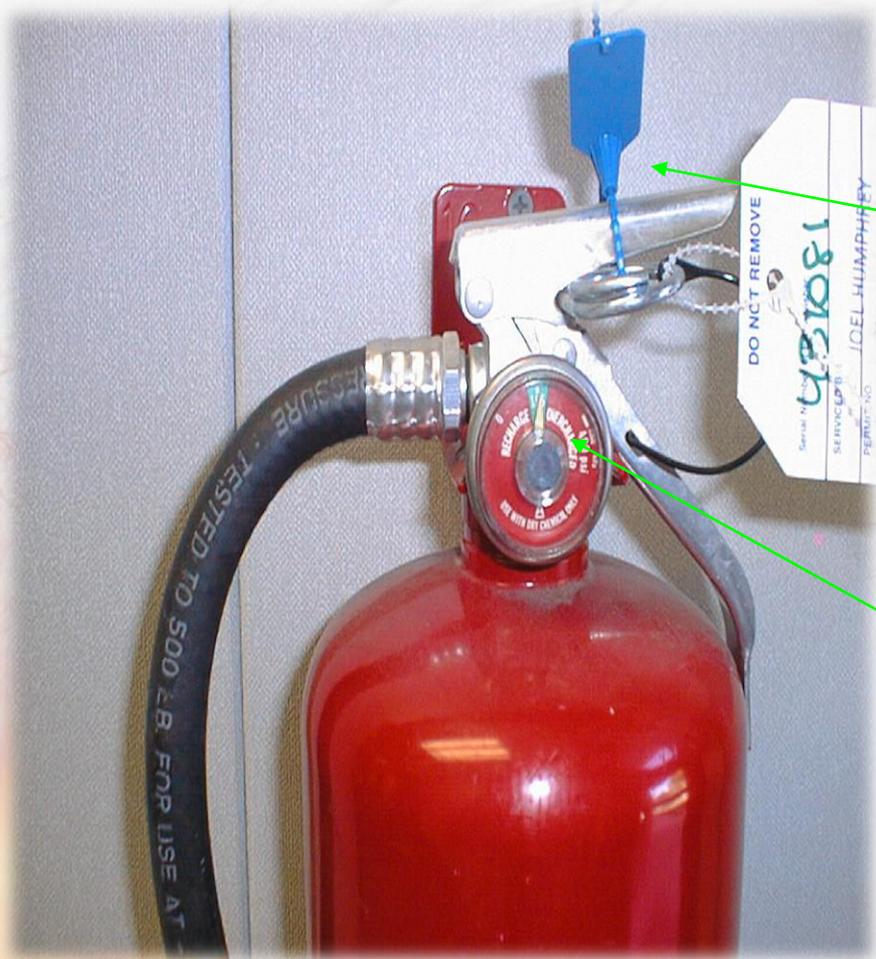
Mounting and Instructions

The Fire Extinguisher should be mounted on a wall or set in a cabinet with the instructions facing outward. The cabinet door should operate easily.



Instructions

Closer Inspection



The plastic seal is to be snug holding the pin place.



The gauge needle needs to show the indicator in the green.

Overall Condition

✓The nozzle should be clear of blockages.
Signs of yellow powder would also indicate a leak or tampering and should be reported.



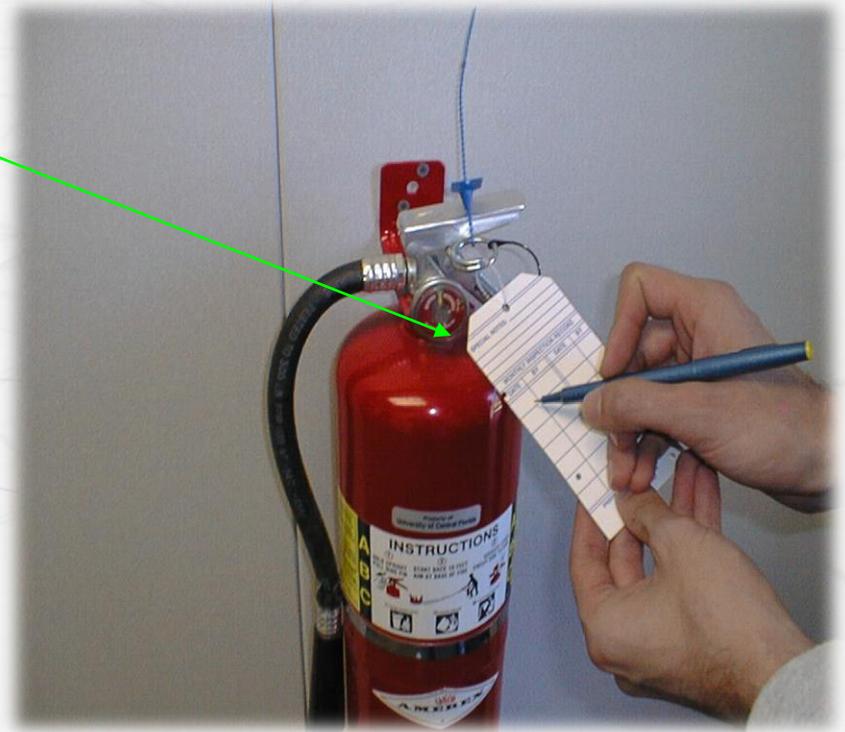
✓Units appears to feel full when "hefted".

✓No obvious physical damage or wear is noticeable.



Initialing the Tag

✓Initial the tag on the unit when your are finished. Report any problems or concerns to the Building Security Coordinator, Fire Marshal Office or Submit a Work Order to University Facilities 864-656-2186.



Summary

Fire Extinguisher Monthly Quick Checklist

- Unit is in proper location.**
- Unit is easily visible and accessible.**
- Operating instructions are facing relatively outward for obvious viewing.**
- Safety seals in place and snug on pin.**
- Gauge is in the green and unit appears full when “hefted”.**
- Overall condition of unit looks undamaged.**
- Initial the tag and report any problems:**

Important Contact Information

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864.656.2242

Clemson University Police Dept.

864.656.2222

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