



# Stephenville Fire Department

1301 Pecan Hill Rd. Stephenville TX, 76401

## Business Self-Inspection Form

ACCESS & PREMISES	YES	NO	N/A
Address numbers for the building are clearly visible from the street and the numbers are at least 4 inches in height?			
Exterior fire department access is unobstructed (Fire Lanes)?			
Storage is neat and orderly?			
There is 3 FT. clearance maintained around fire hydrants?			
If a Knox key box is installed on the exterior of the building, are the keys correct and up to date?			

Egress (Exiting)	YES	NO	N/A
Exit ways & doors are easily recognizable, unobstructed, & maintained?			
Exit doors are unlocked & operable from inside <b>without</b> the use of a key or any special knowledge or effort?			
If exit signs are installed, are they illuminated or self-luminous?			
Does the backup battery work? (Press the test button, the exit sign should stay illuminated under battery power)			
If emergency lighting is provided, is it maintained in operable condition? (Does it light up when the test button is pressed)			
Are the exit paths illuminated when the building or structure is occupied?			

Manual/Portable Fire Extinguisher	YES	NO	N/A
Are fire extinguishers visible, unobstructed, & accessible?			
Have extinguishers been inspected in the past year? (Tags are good one year from the date punched out)			
Are extinguishers mounted or placed in extinguisher cabinets?			

Electrical	YES	NO	N/A
All electrical outlets, switches, & junction boxes are properly covered with cover plates?			
Circuit breakers/fuses are labeled to identify the area protected?			
36 inches of clearance is maintained in front of & around the electrical panel?			
Are extension cords being used for temporary purposes only? (not plugged in all the time)			
Extension cords are NOT attached to walls or extend through walls or doors.			
Surge protectors are being used instead of multi-plug adapters?			
Space heater(s) are not operated within 3 FT. of combustible material & are plugged directly into a permanently installed outlet?			

Flammable/Combustible Liquids & Gases	YES	NO	N/A
Proper storage & containers are utilized?			
Containers have appropriate warning(s)?			
Storage protected from sources of ignition?			
Covers & caps are tightly in place?			
Compressed cylinders are properly stored and secured?			

Cooking Operations	YES	NO	N/A
Vent hood suppression system is maintained & operable?			
Vent hoods, ducts, & filters are free of grease & dust?			
Vent hood suppression systems are inspected every 6 months?			
Required class K extinguisher(s) is within 30 FT of the cooking appliance?			

Sprinklers/Standpipe Equipment	YES	NO	N/A
Water supply valves are open?			
Sprinkler heads are free of storage and obstructions within 18 inches & unpainted?			
Sprinkler system inspection has been completed within the past year by a licensed technician?			
Fire Department connection is unobstructed and are the covers/caps in place?			
Fire sprinkler risers have at least 36 inches of clearance around all sides from storage and obstructions?			
Are sprinkler and alarm equipment doors/rooms labeled?			

Fire Alarm Equipment	YES	NO	N/A
System is powered up and shows "normal" status on the screen?			
Detectors & signaling devices are free of defects?			
Fire alarm system inspection has been completed within the past year by a licensed technician?			

Completed by: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_

If you answer any question with a "NO", a possible problem may exist that needs to be addressed. If you require any assistance or have any questions, please contact the Stephenville Fire Marshal's Office.

Gregg Schrupf  
Fire Marshal  
254-918-1202

Brandon Lockenour  
Fire Inspector  
254-918-1250