

**LOWER SOUTHAMPTON TOWNSHIP  
BUSINESS SAFETY INSPECTION CHECKLIST**

**Dear Business Owner or Manager;**

The following is a check list to help you and your business to prepare for your upcoming Fire Safety Inspection. This list is not all inclusive but will help you become better prepared. The Fire Marshal's Office uses the International 2006 Fire Code as a guideline during inspections. And, at your request, we will make copies of any codes within the IFC book for your review. Thank you for your time and consideration towards your Fire Safety and preventing fires.

**CHECKLIST**

All exit signs and emergency lighting must be in working order.

Business Numbers are to be six inches in height and clearly visible from the street.

Business address is to be placed on any rear door leading into your business.

All marked egress doors must be unlocked during normal business hours.

All egress aisles must be maintained to 38 inches to egress exits. And all egress exits must be free of debris and operational.

Combustible materials shall not be within 10 feet of the building (including dumpsters) or stored in any utility room

Household extension cords shall be replaced with circuit breaker power strips,

No extension cords will be used as permanent wiring. If appliance requires being permanent, then a permanent wiring shall be installed.

Provide clearance of not less than 30 inches between all gas and electrical service equipment and storage.

Fire extinguishers need to be serviced within the last year.

All fire alarm systems that are monitored systems need to be certified within past year.

Sprinkler systems need to be tested and certified each year. And maintain 24 inch clearance around sprinkler system control valves.

Kitchen hood and duct systems must be cleaned professionally and tagged to this schedule:

- Wood burning or other solid fuels (monthly)
- High volume cooking (quarterly)
- Moderate volume (semi annually)
- Low volume (annually)

Kitchen hood suppression systems shall be serviced and tested semi annually.

**Lower Southampton Township  
Fire Marshal's Office**