ROBINS AFB FIRE EMERGENCY SERVICES

FIRE STATION FACILITY SAFETY CHECKLIST

Facility Inspected:	Date Inspected:	Inspected By:

CHECKLIST ITEM	YES	NO	N/A
I. GENERAL			
Are required OSHA workplace posters displayed on the station's safety bulletin boards?	☐	☐	☐
Is the official safety bulletin board information current (Check with Mrs. Shoesmith to ensure)?	☐	☐	☐
Comments:			
II. HOUSEKEEPING			
Are all rooms, offices, hallways, storage room and the apparatus floors clean and orderly and in a sanitary condition?	☐	☐	☐
Are all hallways and/or passageways maintained free from any type of hazards?	☐	☐	☐
Are waste containers emptied regularly?	☐	☐	☐
Are waste containers in the kitchen and/or eating areas and are these containers maintained in a clean and sanitary condition? (Waste container liners are required in all waste containers located in all areas).	☐	☐	☐
Are all areas of the station adequately illuminated?	☐	☐	☐
Are portable ladders adequate for their purpose, in good condition and have secure footings?	☐	☐	☐
Are containers of all cleaning agents marked/labeled as to contents and stored per HAZMAT protocols and IAW our HAZCOM plan?	☐	☐	☐
Are first aid supplies available and clearly identified as to location to all employees?	☐	☐	☐
Do shower curtains/doors provide adequate protection to prevent floors from becoming excessively wet and slippery?	☐	☐	☐
Are cooking appliances, including stoves, gas grills, charcoal grills and eating utensils kept clean and in good working order?	☐	☐	☐
Are all food items being properly covered, refrigerated and/or stored to prevent contamination or insect/rodent infestation?	☐	☐	☐
Comments:			
III. EXITS			
Are all exits visible and unobstructed?	☐	☐	☐
Are all exits marked with readily visible signs that are illuminated and maintained in good working order?	☐	☐	☐
Are doors that might be mistaken for exits marked "Not an Exit" if required?	☐	☐	☐
Are exits and exit signs free of decorations, draperies, and/or furnishings?	☐	☐	☐
Are primary exit routes obvious, marked and free of obstructions?	☐	☐	☐
Comments:			
IV. WALKING AND WORKING SURFACES			
Are floors kept as clean and dry as possible?	☐	☐	☐
Are fire fighter's routes to apparatus completely free of projections, tripping hazards, loose objects or other impediments?	☐	☐	☐
Are all workbenches and work areas maintained in an orderly fashion to prevent the accumulation of refuse and broken/unserviceable equipment?	☐	☐	☐
Are vehicle lane markings readily visible and not in need of repainting?	☐	☐	☐
Comments:			

FIRE STATION SAFETY INSPECTION CHECKLIST (CONTINUED)

V. APPARATUS FLOOR AND MAINTENANCE AREAS			
Are all projecting tools and objects clearly marked to warn against "head bump" accidents?	☐	☐	☐
Are apparatus overhead doors maintained in a safe operating condition?	☐	☐	☐
Are apparatus doors maintained with adequate space for proper clearance for vehicles?	☐	☐	☐
Are work rests on grinders adjusted to within 1/8th of the grinding wheel surface?	☐	☐	☐
Are grinder and grinding wheels adequately guarded?	☐	☐	☐
Does the safety guard cover the spindle end, the nut and the flange?	☐	☐	☐
Are all power tools provided with proper guarding/safety devices for electrical protection and non-restart, cutting and moving parts?	☐	☐	☐
Are maintenance hand tools safely stored when not in use?	☐	☐	☐
Are they inspected periodically and maintained to assure their safe condition?	☐	☐	☐
Unsafe conditions to check:			
Is the tool clean?	☐	☐	☐
Are handles/grips broken?	☐	☐	☐
Are there worn or defective points/parts on the tool?	☐	☐	☐
Are there parts missing?	☐	☐	☐
Are safety guards and devices in place and in proper working condition?	☐	☐	☐
Comments:			
VI. LAUNDRY, CLEANING AND DISINFECTING AREAS			
Is the station designated cleaning and disinfecting area for the care of linen, work uniforms, EMS equipment and other portable equipment clean and orderly?	☐	☐	☐
Is the utility sink used in the cleaning and disinfecting area kept clean and free of obstructions and objects?	☐	☐	☐
Are the washers and dryers kept clean (especially the lint trap) and in good working condition to assure decontamination of work uniforms, linens and protective clothing?	☐	☐	☐
Is a biohazard waste container maintained at each station?	☐	☐	☐
Is the container emptied at least weekly? Note: A biohazard liner bag shall be used in the container.	☐	☐	☐
Comments:			
VII. BUILDING EXTERIOR AND GROUNDS			
Is the exterior of the building in good condition?	☐	☐	☐
Are there any missing finishes or temporary repairs?	☐	☐	☐
Is any roofing missing and do all windows function as designed?	☐	☐	☐
Is there any accumulation of debris or trash next to the building or on the station grounds (FOD)?	☐	☐	☐
Are all walkway surfaces, parking lots, and ramps free of hazards and in good condition?	☐	☐	☐
Is all exterior lighting working as designed?	☐	☐	☐
Are all detached storage buildings in good condition and present no obvious hazards?	☐	☐	☐
Comments: **Bad question about roofing and windows, should answer no to first part and yes to second part.**			
VIII. DECONTAMINATION ROOMS			
Is the decontamination room clean and orderly and free of storage not related to decontamination?	☐	☐	☐
Does the decontamination room have instructions clearly posted as to how to proceed through decontamination (as applicable)?	☐	☐	☐

FIRE STATION SAFETY INSPECTION CHECKLIST (CONTINUED)

Is the decontamination washer and dryer clean and in working condition?	☐	☐	☐
Are there instructions posted as to the use of the washer and dryer and for what purpose?	☐	☐	☐
Comments:			
IX. FIRE PREVENTION AND PROTECTION			
Are portable fire extinguishers maintained in a fully operable condition and kept in designated places when not in use?	☐	☐	☐
Are they inspected on a monthly basis and annually inspected and tagged?	☐	☐	☐
Are fire extinguishers of the proper size/type for the expected hazard?	☐	☐	☐
Is the fire alarm system checked regularly to ensure proper operation and serviceability and serviced/repaired by the Alarm Shop as needed?	☐	☐	☐
Are smoke detectors (separate from the fire alarm system) inspected and tested quarterly?	☐	☐	☐
Are carbon monoxide detectors (separate from the fire alarm system) inspected and tested quarterly?	☐	☐	☐
Comments:			
X. HAZARDOUS MATERIALS			
Are cylinders of compressed gas stored away from combustible materials, in an upright position, caps installed when not in use and properly secured to prevent them from falling over?	☐	☐	☐
Are flammable and combustible materials stored in closed, properly labeled containers per RAFBI 32-2001? NOTE: All flammable materials will be stored in the station flammable cabinets when not in use.	☐	☐	☐
Is the initial accumulation point inspected weekly and drum not containing any items except what is designated to be in the container?	☐	☐	☐
Is IAP drum sealed, grounded and picked up/replaced when full?	☐	☐	☐
Are fluorescent light bulbs, aerosol containers and NiCad\L-Ion\Lead-Acid batteries disposed of properly?	☐	☐	☐
Comments:			
XI. ELECTRICAL WIRING, FIXTURES AND CONTROLS			
Are electrical cords, when utilized, strung so they do not hang on pipes, nails, hooks, etc.?	☐	☐	☐
Are all conduits attached to all supports and tightly connected to junction and outlet boxes?	☐	☐	☐
Are all electrical cords checked for fraying or other defects?	☐	☐	☐
Are all electrical tools, whether department owned or personal property, inspected for damaged power cords, plugs, worn switches, defective ground circuits or other faults that might render them unsafe for use?	☐	☐	☐
Are flexible extension cords and/or cables not being used as a substitute for fixed wiring?	☐	☐	☐
Are all electrical switches, outlets, panel boxes and junction boxes properly covered?	☐	☐	☐
Are all GFI protected circuits checked for proper operation monthly?	☐	☐	☐
Are all extension cords properly grounded and approved for their intended use (amperage)?	☐	☐	☐
Are all electrical panel boxes and circuit breakers marked to show their purpose, have blanks installed in open breaker locations and in good working condition?	☐	☐	☐
Comments:			
XII. OTHER			
Check all physical fitness equipment for safety issues. Have all cables, pulleys, seats, hinges, handles, grips and connectors been inspected for wear, deterioration and proper operation?	☐	☐	☐
Is the appropriate amount of space within the physical fitness area being maintained to safely utilize the exercise equipment?	☐	☐	☐

FIRE STATION SAFETY INSPECTION CHECKLIST (CONTINUED)

Are portable heaters used in stations placed out of travel routes, away from combustibles and if tipped over, will turn themselves off?	☐	☐	☐
Has the daily/weekly/monthly breathing air compressor checks been completed and documented as well as the area surrounding the air compressor is clean and that the compressor is being maintained as required?	☐	☐	☐
Are Compressor and cascade records legible and up to date? Ensure air quality test results are performed and maintained in the compressor air test book.	☐	☐	☐
Is all equipment securely mounted to the surface on which it sits?	☐	☐	☐
Are fill station containment devices in good repair and proper working condition?	☐	☐	☐
Are hearing protection plugs available to all personnel in the designated areas/dispensers?	☐	☐	☐
Is serviceable and adequate eye protection available for personnel when needed?	☐	☐	☐
Do the hand sanitization stations contain hand sanitizer?	☐	☐	☐
Has any situation that warrants a concern been immediately corrected, had a 332 and/or AF Form 457 (Hazard Report) accomplished, as well as annotated on the AF Form 315 and brought to the attention of the Station Chief and the department Health and Safety Officer?	☐	☐	☐
Have all problems/hazards/discrepancies been documented?	☐	☐	☐
Any other concerns?	☐	☐	☐
Comments:			