



## OFFICE OF THE STATE FIRE MARSHAL High Rise Building Inspection Guide

The following is to be used as a guide and is not intended to incorporate all applicable SFM requirements.

Building: \_\_\_\_\_ YES NO N/A

### A. CONSTRUCTION

- |   |   |     |     |     |
|---|---|-----|-----|-----|
| 1 | Building construction type and fire resistive rating conforms throughout and is maintained in good repair | [ ] | [ ] | [ ] |
| 2 | Fireproofing of structural members is maintained  | [ ] | [ ] | [ ] |
| 3 | Proper interior and ceiling finish rating is provided   | [ ] | [ ] | [ ] |
| 4 | Fire doors are of proper rating and operate satisfactorily  | [ ] | [ ] | [ ] |
| 5 | Vertical shaft enclosures are in good repair and fire assemblies at opening are properly maintained       | [ ] | [ ] | [ ] |

### B. EXITS

- |   |   |     |     |     |
|---|---|-----|-----|-----|
| 6 | Proper corridor construction and opening protection are provided and maintained. Dead-end corridors do not exceed 20'               | [ ] | [ ] | [ ] |
| 7 | There is access to at least 2 separate means of egress from each floor  | [ ] | [ ] | [ ] |
| 8 | All means of egress are clear, unobstructed, and free of storage. Exit ways and exit signs are properly illuminated and maintained. | [ ] | [ ] | [ ] |
| 9 | Corridors are not used as part of the air distribution system   | [ ] | [ ] | [ ] |

### C. MECHANICAL/ELECTRICAL

- |    |  |     |     |     |
|----|--|-----|-----|-----|
| 10 | Fire dampers, smoke detectors and similar devices are adequate, properly maintained and tested   | [ ] | [ ] | [ ] |
| 11 | All heating, cooling and ventilation equipment is maintained satisfactorily. There are no visible defects                                | [ ] | [ ] | [ ] |
| 12 | Ventilation for the removal of products of combustion from the building is provided and properly maintained                              | [ ] | [ ] | [ ] |
| 13 | Building air circulation systems (when provided) are equipped with override switches in acceptable locations to allow for manual control | [ ] | [ ] | [ ] |
| 14 | Electrical wiring, fixtures, and appliances are properly installed and operate in a safe manner  | [ ] | [ ] | [ ] |

### D. HOUSEKEEPING

- |    |  |     |     |     |
|----|--|-----|-----|-----|
| 15 | Kitchen range hoods, vents, fans, ducts, and filters are maintained in proper condition and free of grease | [ ] | [ ] | [ ] |
| 16 | All areas are free of unusual amounts of storage   | [ ] | [ ] | [ ] |

**E. FIRE EXTINGUISHING**

- |    |   |                          |                          |                          |
|----|---|--------------------------|--------------------------|--------------------------|
| 17 | All first-aid fire fighting equipment is properly located and maintained          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 18 | All fire extinguishing systems are properly maintained and serviced               | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 19 | Water supply controls are locked/supervised and unobstructed                      | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 20 | Sprinklers are unobstructed and free of paint/corrosion                           | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 21 | Building alterations have not obstructed sprinklers or created unprotected spaces | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

**F. FIRE ALARM/WARNING SYSTEMS**

- |    |  |                          |                          |                          |
|----|--|--------------------------|--------------------------|--------------------------|
| 22 | Fire Alarm/warning systems are maintained in an operable condition and tested periodically   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 23 | Manual activation stations are properly located, readily visible and unobstructed  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 24 | Occupant voice notification system, when required, is maintained and tested periodically   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 25 | Fire department communication system is maintained and tested periodically   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 26 | An acceptable method is provided for notifying the fire department of a fire or other emergency. This method is maintained in operable condition and tested periodically | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

**G. MISCELLANEOUS**

- |    |   |                          |                          |                          |
|----|---|--------------------------|--------------------------|--------------------------|
| 27 | Sensing devices at elevators are maintained and tested  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 28 | Elevator lobbies are separated from the corridor and the remainder of the building  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 29 | Elevators are equipped with fire department recall  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 30 | An emergency pre-fire plan has been established, is acceptable to the fire department and is posted in appropriate places | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

**COMMENTS**

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Inspected by: \_\_\_\_\_ Date: \_\_\_\_\_