

Monthly Fire Extinguisher Checklist

Date: _____

Inspector: _____

The following items are important to check on all fire extinguishers monthly at the facility and to document on this form. If there is a fire extinguisher on site that does not pass the monthly inspection, notify the safety department immediately.

Interior Extinguishers

Locations: _____

- Mounted in an easily accessible place, no debris or material is stacked in front of it.
- The sign is clearly visible from multiple directions.
- Safety pin is in place and intact. Nothing else should be used in place of the pin.
- The label is clear and the extinguisher type and instructions can be read easily.
- Handle is intact and not bent or broken.
- The pressure gauge is "in the green" and is not damaged or showing "recharge".
- The discharge hoses/nozzle is in good shape and not clogged, cracked, or broken.
- Extinguisher was turned upside down at least three times (shaken).

Exterior Extinguishers

Locations: _____

- Mounted in an easily accessible place, no debris or material is stacked in front of it.
- The sign is clearly visible from multiple directions.
- Safety pin is in place and intact. Nothing else should be used in place of the pin.
- Label is clear and the extinguisher type and instructions can be read easily.
- Handle is intact and not bent or broken.
- Pressure gauge is "in the green" and is not damaged or showing "recharge".
- Discharge hoses/nozzle is in good shape and not clogged, cracked, or broken.
- Extinguisher is not rusty, or has any type of corrosion build-up.

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