



SAFETY CHECK



Risk Control at United Fire Group | riskcontrol@unitedfiregroup.com

Life safety inspection checklist

FACILITY

DATE

INSPECTED BY

This checklist is by no means all-inclusive. You should add to it as necessary and delete portions or items that do not apply to your operations.

GENERAL WORK ENVIRONMENT	YES	NO	N/A	COMMENTS/ACTIONS
Is your local fire department acquainted with your facilities?	☐	☐	☐	
If you have a fire alarm system, is it certified as required?	☐	☐	☐	
If you have a fire alarm, is it tested at least annually?	☐	☐	☐	
Are fire doors and shutters in good operating condition?	☐	☐	☐	
Are fire doors unobstructed and protected against obstructions?	☐	☐	☐	
Are fire door fusible links in place?	☐	☐	☐	
WALKWAYS				
Are aisles and passageways kept clear?	☐	☐	☐	
Are changes of direction or elevations readily identifiable?	☐	☐	☐	
EXIT/EGRESS				
Are all exits marked with signs and illuminated lights?	☐	☐	☐	
Are directions to exits, which are not easily visible, marked with signs?	☐	☐	☐	
Are doors or stairs that are not exits clearly marked "NOT AN EXIT"?	☐	☐	☐	
Are EXIT sign letters at least 5 inches high and 1/2 inch wide?	☐	☐	☐	
Are exit doors free of obstructions?	☐	☐	☐	
Are there at least two exits available in all work areas?	☐	☐	☐	
Are exits adequate in number for the occupancy load in case of an emergency?	☐	☐	☐	

UFG Insurance is the marketing name used to refer to United Fire & Casualty Company and its property and casualty subsidiaries and affiliates. This form, supplied by UFG Insurance, merely provides minimum guidelines to follow and may be utilized as a tool for fact-gathering purposes to assist in your investigation. The information requested above is not exhaustive and you should, at your own discretion, request any necessary additional information as the specific situation may warrant.



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EXIT/EGRESS	YES	NO	N/A	COMMENTS/ACTIONS
Do exit doors open outward to a level surface or stairs?	☐	☐	☐	
Are exit/egress landings properly illuminated?	☐	☐	☐	
Are emergency lights provided and inspected/tested regularly and documented?	☐	☐	☐	
Do all exits operate during a power failure?	☐	☐	☐	
Are exit doors checked regularly for blockage from outside?	☐	☐	☐	
EXIT DOORS				
Are exit doors operable from direction of egress without a key or any special knowledge of effort?	☐	☐	☐	
Are sliding, revolving or overhead doors prohibited as exits?	☐	☐	☐	
Where panic hardware is required, will the door open with 15 lbs. or less of force?	☐	☐	☐	
Are cold storage room doors provided with inside release mechanisms?	☐	☐	☐	
Barriers provided on landings where doors open to alleys, streets or elevated platforms to prevent being hit by vehicles or falling objects when exiting the building?	☐	☐	☐	

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