



Fire Extinguisher Inspection Checklist

North Charleston Fire Department has organized the following information to act as a guideline/checklist for a monthly Fire Extinguisher Inspection. All of the following information can be found in the 2018 edition of the Standard for Portable Fire Extinguishers (NFPA-10.)

Inspection Frequency- Fire extinguishers (FE) shall be inspected when initially placed in service and thereafter at approx. 30-day intervals.

When Inspecting a Fire Extinguisher, check the following:

1. Location in designated place, the fire extinguisher should be at a reasonable height that can be accessible to mobile and non-mobile individuals.
2. No obstruction to access or visibility, ensure there are no objects in front of the extinguisher, on the floor, or below the extinguisher etc.
3. Ensure the operating instructions on the nameplate are legible and facing outward.
4. Safety seals and tamper indicators not broken or missing. (See Appendix A)
5. Pick up the extinguisher and ensure it has some weight to it and is not empty.
6. Examine the fire extinguisher for obvious physical damage, corrosion, leakage, or clogged nozzle.
7. Pressure gauge reading or indicator in the operable range or position, ensure it is within the green range on the indicator. (See Appendix A)
8. Condition of tires, wheels, carriage, hose, and nozzle checked (for wheeled units.)
9. Hazardous Materials Identification System (HMIS) label in place. (See Appendix A)

Inspection Record keeping

1. Personnel making inspections shall keep records of all fire extinguishers inspected, including those found to require corrective action.
2. At least monthly, the date the inspection was performed and the initials of the person performing the inspection shall be recorded.
3. Records shall be kept on a tag or label attached to the fire extinguisher or on an inspection checklist maintained on file. (See Appendix B)

Appendix A



Safety Seal (Shown in Black)



Acceptable Pressure Gauge



HMIS Label



Appendix B

Location: _____

Instructions: Please initial after each monthly inspection.

Description	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
Location in designated place												
No obstruction to access or visibility												
Operating instructions, legible and facing outward												
Safety seals and tamper indicators not broken or missing												
Fullness determined by weighing & is not empty												
NO obvious physical damage, corrosion, leakage, or clogged nozzle												
Pressure gauge is within the green range												
Tires, wheels, carriage, hose, and nozzle checked												
Hazardous Materials Identification System (HMIS) label in place												