Fire Extinguisher Monthly Inspection Guide
Fire Extinguisher Monthly Inspection

- Required by the NFPA 10 (7.2.4.1)
- Monthly spot checks can be done by anyone
- Intended to give reasonable assurance extinguishers are operable when needed
- This guide will describe how to perform monthly fire extinguisher checks
Extinguisher Locations

• Before inspecting an extinguisher, you must know the locations of the units
  • Have a list of fire extinguishers you plan to inspect
  • Make sure extinguisher has a valid maintenance tag
Access

• Ensure extinguisher is not blocked
  • Do not obstruct access or visibility
  • If blocked:
    • Relocate small items, report larger blockages
    • Report larger items to have them moved immediately
Mounting and Labels

- Fire extinguisher mounted on wall or in cabinet
  - The cabinet door should operate easily
- Labels and instructions must face outward
- All labels must be legible
Seal, Pin, and Gauge

• Ensure tamper seal is present and firmly holding the pin
• Gauge needs to indicate full charge (in the green)
Overall Condition

- Confirm hose in good condition (look for cracks, discoloration)
- Nozzle should be clear of blockages
  - Signs of yellow powder may indicate leak or tampering
- No obvious physical damage or wear is noticeable.
Initialing the Tag

- Validate annual maintenance tag (from service provider) – ensure it is within annual service date
- Sign and date tag (on back) with monthly inspection date and your initials
Summary

• Fire Extinguisher Monthly Quick Checklist
  • Unit is in proper location
  • Unit is easily visible and accessible
  • Operating instructions are facing outward and legible
  • Safety seals in place and snug on pin
  • Gauge is in the green and unit appears full
  • Overall condition of unit looks undamaged
  • Initial the tag and report any problems
Contact Information

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