

Retail Store Fire Safety Checklist

Safety & Compliance

DATE ____ / ____ / ____	INSPECTOR	STORE
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FIRE EXTINGUISHERS

	OK	NOT OK		OK	NOT OK
Extinguishers in designated locations	<input type="radio"/>	<input type="radio"/>	Inspection tags current	<input type="radio"/>	<input type="radio"/>
Gauges in green zone	<input type="radio"/>	<input type="radio"/>	Not blocked by merchandise	<input type="radio"/>	<input type="radio"/>
Pins and seals intact	<input type="radio"/>	<input type="radio"/>			

EXITS & SIGNAGE

	OK	NOT OK		OK	NOT OK
All exits clear and unobstructed	<input type="radio"/>	<input type="radio"/>	Fire doors not propped open	<input type="radio"/>	<input type="radio"/>
Exit signs illuminated	<input type="radio"/>	<input type="radio"/>	Evacuation plan posted	<input type="radio"/>	<input type="radio"/>
Emergency lighting functional	<input type="radio"/>	<input type="radio"/>			

ALARM & DETECTION

	OK	NOT OK
Alarm panel normal	<input type="radio"/>	<input type="radio"/>
Smoke detectors unobstructed	<input type="radio"/>	<input type="radio"/>
Sprinkler heads clear	<input type="checkbox"/> OK <input type="checkbox"/> Not OK <input type="checkbox"/> N/A	
Manual pull stations accessible	<input type="checkbox"/> OK <input type="checkbox"/> Not OK	

STOCKROOM & STORAGE

	OK	NOT OK		OK	NOT OK
Stock below sprinkler line	<input type="radio"/>	<input type="radio"/>	No stock blocking electrical panels	<input type="radio"/>	<input type="radio"/>
Aisles clear for access	<input type="radio"/>	<input type="radio"/>	Cardboard and packaging removed	<input type="radio"/>	<input type="radio"/>

ELECTRICAL

	OK	NOT OK
No overloaded power strips	<input type="radio"/>	<input type="radio"/>
No damaged cords or exposed wiring	<input type="radio"/>	<input type="radio"/>
Electrical panel accessible	<input type="radio"/>	<input type="radio"/>

STAFF TRAINING

	OK	NOT OK
Staff know extinguisher locations	<input type="radio"/>	<input type="radio"/>
Fire drill conducted this quarter	<input type="radio"/>	<input type="radio"/>
New starters inducted on fire safety	<input type="radio"/>	<input type="radio"/>

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CORRECTIVE ACTIONS

Issues found

Inspector signature

Notes

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