

ECIP Inspection/Violation Checksheet

OUTSIDE

- 1) Waste accumulation prohibited (304.1)
- 2) Address not provided or not readable from the street and alley (505.1)
- 3) Sprinkler connection blocked (912.3)
- 4) Caps missing from the Fire Department Connections (912.3.1)

MEANS OF EGRESS

- 5) Stairwell and all other fire doors shall not be blocked open (703.2.2)
- 6) Repair self-closer on door (703.2.3)
- 7) Means of egress is obstructed (1003.6)
- 8) Means of egress must be illuminated at all times when building is occupied (1006.1)
- 9) Exit signs must remain illuminated at all times (1011.4)
- 10) Means of egress is obstructed — exit doors must remain unlocked (1028.2)
- 11) Means of egress is obstructed by snow or ice (1028.3)
- 12) Exit signs with letters 6" high required (1011.5.1)
- 13) Sign over door stating "This door to remain unlocked during business hours" required (1008.1.8.3)
- 14) Emergency Lighting or Exit Light needs repair (1006.3)

STORAGE AND GENERAL HOUSEKEEPING

- 15) Eliminate any hazardous conditions (107.1)
- 16) Storage of oily rags must be in self-closing metal cabinet (304.3.1)
- 17) All storage shall be neat and orderly (315.2)
- 18) Combustibles stored too close to heat source (30" clearance required) (315.2)
- 19) Reduce height of storage to within 18 inches of sprinkler heads or 24" from ceiling if no sprinklers (312.5.1)
- 20) Discontinue storage of combustibles in boiler room, mechanical and electrical rooms (315.2.3)
- 21) Maintain not less than 36" between automatic sprinklers and tops of piles of combustible fibers (903.3)

FLAMMABLE STORAGE

- 22) Flammable storage cabinet needed (2704.1)
- 23) Gas cylinders must be secured from falling, etc (3003.5.3)
- 24) Store flammable liquids in approved metal cabinet (3404.4.4)
- 25) Gasoline/other flammable gases to be stored in safety cans (3504.1)

ELECTRICAL

- 26) Electrical wiring and/or components need repair (605.1)
- 27) Maintain clearance of at least 30 inches from electrical equipment (605.3)
- 28) Circuits not marked for proper usage (605.3.1)
- 29) Eliminate use of multi-plug adapters (605.4)
- 30) Discontinue improper use of extension cords (605.5)
- 31) Provide approved cover junction boxes and cover plates (605.6)
- 32) Electrical motors shall be maintained free of oil or dust (605.8)
- 33) Remove exposed wiring or protect in conduit (605.6)
- 34) Fill "blanks" in circuit breaker panel with approved cover (605.6)

FIRE SEPARATIONS

- 35) Repair needed to fire/wall separations (703.1)
- 36) Remove improper hold-open devices (703.2.2)
- 37) Closing device needs adjustment or repair (703.2.3)
- 38) Seal unapproved openings with approved material (703.1)
- 39) Keep attic and scuttle covers closed and ceiling tiles in place (315.2.4)

FIRE EXTINGUISHERS

- 40) No fire extinguishers present (906.1)
- 41) Inspect fire extinguishers (906.2)
- 42) Fire extinguishers must be installed in readily accessible and visible location (max 5' above floor with clear access, max travel distance to extinguisher is 75' (906.6)

SPRINKLER SYSTEMS

- 43) Fire protection systems need to be maintained (901.6)
- 44) Provide proof of annual inspection and testing (901.6.1)
- 45) Inspect and test standpipes (901.6.1)
- 46) Provide record of inspection and testing for kitchen suppression systems (901.6.2)
- 47) Sprinkler connection inconsistent with Fire Dept. standards (912.1)
- 48) Provide missing signs for sprinkler system (912.4)
- 49) Backflow protection (912.5)
- 50) Inspect and test fire pump (913.5)

FIRE ALARM SYSTEMS

- 51) Alarm panel must be accurately labeled (901.4)
- 52) Fire protection systems to be maintained (901.6)
- 53) Provide proof of annual inspection and testing (901.6.1)
- 54) System is not in proper working order (901.7)
- 55) Alarm system components blocked/inaccessible (901.8)

HOOD AND DUCT SYSTEMS

- 56) Hood and duct systems are required (609.1)
- 57) Commercial cooking system required (904.11)
- 58) Hood and duct system is in need of cleaning (904.11.6.3)
- 59) Six month inspection and test of kitchen suppression system (904.11.6.4)

BOILER AND MECHANICAL ROOM HAZARDS

- 60) Emergency shut off to heating units must be labeled (603.5.2)
- 61) Maintain chimney and heating units in a safe condition (603.6)
- 62) Boiler room door must be self-closing, minimum one hour fire-resistant rated (703.1)

EMERGENCY BUILDING SERVICES

- 63) Smoking prohibited (310.2)
- 64) Post No Smoking signs (310.3)
- 65) Fire lanes must be kept clear and identified (503.4)
- 66) Lock box needed (506.1)
- 67) Lock box keys need updated (506.2)
- 68) All utility rooms must be properly marked in case of emergency (510.1)
- 69) Electrical and mechanical rooms must be labeled (605.3.1)
- 70) Fire blocking and draft stopping to be maintained (703.1.1)
- 71) Fire Department Connection to be visible and unobstructed (912.3)
- 72) Panic and fire exit hardware required (1008.1.9)
- 73) Required MSD sheets on file (2703.4)