

Monthly Fire Extinguisher Check List and Inspection Report

School: _____ Month: _____

The National Fire Protection Association (NFPA) requires fire extinguishers to be checked each month. In addition, each fire extinguisher must have an annual check by a certified contractor. Listed below is the part(s) of the fire extinguisher that must be checked each month.

- 1. Check the nozzle for any obstruction which would prevent the extinguishing agent from expelling.
- 2. The pin and pin tie are intact.
- 3. Check the pressure on the gauge. If not in the normal range, remove the extinguisher and notify the Environmental/Safety Manager.
Note: While the extinguisher is being serviced, replace it with a back-up extinguisher.
- 4. Powdered extinguisher (ABC, Dry Chemical) should be removed from the hanger and turned upside down at least once a quarter. Doing so will prevent the powder from packing.
- 5. CO₂ (Carbon Dioxide) fire extinguishers do not have gauges and must be weighed. The weight of the extinguisher and the extinguisher contents combined will be stamped on the neck of the extinguisher. Weight of the extinguisher must be within three pounds of the weight stamped on the neck.
Note: If you do not have scales to weigh the CO₂, the only option you have is to pick the extinguisher up. If the extinguisher is extremely light, it needs to be recharged. Please notify the Environmental/Safety Manager.

Signature of person inspecting extinguishers

Signature of Principal

Please email completed form to: David_Leonard@abss.k12.nc.us