

On a **weekly** basis, residential coordinators and community advisors are to check the fire extinguishers in their local area to ensure that they are serviceable and show no signs of damage. The extinguishers are tested and serviced annually, and therefore any damage occurring *before* annual testing **must be reported** so appropriate action may be taken to rectify any problems.

- A. Perform weekly inspections of fire extinguishers to ensure that:
1. The extinguishers are located on the fire point – not missing or moved.
  2. They have no visual defects, i.e., dents or corroded body.
  3. Safety Pins or Tamper Seals are undisturbed.
  4. The indicator gage (where fitted) shows in the green segment.
  5. There is no sign of accidental or malicious discharge.
- B. **Inspection Cards** attached to the fire extinguisher **must be signed** on a **monthly** basis.
- C. Please report any suspect damage, discharge or defects promptly to Environmental Health and Safety at 359-6496.

If you have any questions about the fire extinguisher program at EWU, please contact Environmental Health and Safety at 359-6496.



# WEEKLY FIRE EXTINGUISHER CHECKLIST LA HALL

MONTH / YEAR INSPECTED \_\_\_\_\_

Location	Type	Size	Initial	Date	Initial	Date	Initial	Date	Initial	Date
1 <sup>st</sup> Floor Hallway @ Main Entry Elm St.	ABC	10								
1 <sup>st</sup> Floor Hallway N 10 <sup>th</sup> St. Entry	ABC	10								
1 <sup>st</sup> Floor Hallway, Rm. 157	ABC	10								
1 <sup>st</sup> Floor Hallway, Rm. 136	ABC	10								
1 <sup>st</sup> Floor Mechanical Rm. 102	ABC	10								
1 <sup>st</sup> Floor North Stairway	ABC	10								
1 <sup>st</sup> Floor Rm. 110	ABC	5								
2 <sup>nd</sup> Floor Hallway @ 205	ABC	10								
2 <sup>nd</sup> Floor Hallway @ 241	ABC	10								
2 <sup>nd</sup> Floor Hallway @ 259	ABC	10								
2 <sup>nd</sup> Floor Hallway @ 265	ABC	10								
2 <sup>nd</sup> Floor Hallway @ Lounge	ABC	10								
2 <sup>nd</sup> Floor Kitchen, Rm. 222	ABC	5								
2 <sup>nd</sup> Floor Kitchen	ABC	5								
3 <sup>rd</sup> Floor Hallway @ 307	ABC	10								
3 <sup>rd</sup> Floor Hallway @ 324	ABC	10								
3 <sup>rd</sup> Floor Hallway @ 339	ABC	10								
3 <sup>rd</sup> Floor Hallway @ 359	ABC	10								
3 <sup>rd</sup> Floor Hallway @ 365	ABC	5								
3 <sup>rd</sup> Floor Kitchen @ 349	ABC	5								



## WEEKLY FIRE EXTINGUISHER CHECKLIST LA HALL

Location	Type	Size	Initial	Date	Initial	Date	Initial	Date	Initial	Date
Hallway @ 002B	ABC	10								
Hallway @ 103	ABC	10								
Hallway @ 112	ABC	10								
Hallway @ 138	ABC	10								
Hallway @ 141	ABC	10								
Hallway @ 157	ABC	5								
Hallway @ 201	ABC	5								
Hallway @ 213	ABC	5								
Hallway @ 232	ABC	5								
Hallway @ 251	ABC	5								
Hallway @ 255C	ABC	5								
Rm. 141H	ABC	2.5								
Rm. 151L	ABC	5								
Rm. 225	ABC	5								
Rm. 153 Hallway	ABC	10								
Rm. 158 Auditorium	ABC	10								

*Please return completed inspection forms to EH&S, 002 Martihn Hall, Fax 509-359-4690.*