



# CIFS

*Saving Lives...  
Protecting Property*

## CHIEF FIRE OFFICER

THE CAYMAN ISLANDS FIRE SERVICE

### SELF INSPECTION CHECKLIST

The purpose of this document is to aid the property/business owner or operator with guidance to applicable requirements for fire safety inspections.

Any item with \*\* requires service report UPON inspection.

#### Exits/Mean of Egress

- Exit doors unlocked/unblocked.
- Exit access is unobstructed.
- Exterior of exit doors are clear.  Exit doors are operable.
- Enclosed exit stairways clear and free of storage.
- Exit lights are operable.
- No added surface bolts/latches on exit doors.
- Exit doors readily distinguishable as such, with no mirrors or other coverings over doors.

#### Fire Protection Systems

- Fire alarm, fire sprinkler and suppression systems are inspected and tested annually. \*\*
- Sprinkler fire pump is tested annually.
- Wet standpipe system is flow tested every year.
- Dry standpipe system is hydro-tested every 5 years.
- Sprinkler connection (FDC) is unobstructed and accessible.
- FDC caps in place and FDC couplings freely spin.
- Sprinkler heads are unobstructed with no storage with-in 18 inches
- Sprinkler heads are free of paint, corrosion, or other debris.
- Sprinkler valve rooms are accessible and free of storage, and their location indentified.
- Fire alarm devices (pull stations, control panels, etc.) are accessible.
- Fire alarm monitored by UL central station.
- Fire Alarm Control Panel (FACP) accessible and location indentified.
- Fire alarm system horns and strobes are not obstructed.
- Kitchen hood suppression system inspected at 6 month intervals. \*\*
- Kitchen hood vent system inspected and cleaned at required intervals. \*\*
- Kitchen hood suppression system remote pull is accessible.
- Fire extinguishers serviced, inspected and tagged annually. \*\*
- Fire extinguishers are accessible and mounted.



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### Fire Protection Assemblies

- Fire doors are operable by self closing and latching.
- Fire doors are not wedged or propped open.
- Roll down fire doors drop tested by outside testing agency each year. \*\*
- Fire rated walls, floor, and ceiling construction not breached
- No obstructions blocking operation of fire doors.

### Hazardous materials

- Fire Department notified of any changes in chemical storage or processes.
- No open containers of flammable or combustible liquids.
- Compressed gas cylinders secured upright.
- Fuel dispensing hoses are not worn or cracked.

### Electrical

- Emergency lights tested by outside agency each year.
- Emergency generator is fully tested annually. \*\*
- Extension cords not used in place of permanent wiring.
- Outlet/switch/electrical covers in place.
- Covers for junction boxes, panels, etc. are in place.
- Electrical rooms are identified as such.

### Housekeeping

- No accumulation of combustible materials/waste.
- Electrical, mechanical, boiler rooms are accessible and free of storage.
- Electrical equipment and motors free of debris and build-up (i.e. sawdust, lint, etc.).

### Miscellaneous

- Privately-owned fire hydrants accessible.
- Fire Vehicle Access and access road unobstructed.
- If required, KNOX Key Box installed, and keys updated.
- Elevators should have the current inspection certificate displayed.