

Fire Extinguisher Monthly Evaluation

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Visual Inspection:

- Is the Extinguisher in its Place?
 - If not – where is it?
 - Put it back if it can be located
- Is the Extinguisher Accessible?
 - Remove any objects

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- Look for Damage
- Check Gauge and Pin
- If the Extinguisher is in Good Shape –
Date & Initial Tag on the Back

Fire Extinguisher Monthly Evaluation

- Contact Safety Office if Extinguisher is:
 - Missing
 - Discharged
 - Damaged
- Make a Note of this Information:
 - Building Name & Room Number
 - Other Helpful Location Information
 - Description of Problem with Extinguisher