Bowling Green Fire Division
552 East Court Street
Bowling Green, Ohio
43402

Business Risk Reduction Review Form

Occupant/Business Name:
Occupant/ Business Address:
Inspected By:
Inspection Date:

EXITS

1. Are all exits and fire escapes maintained in good, safe, usable condition?
   ☐ Yes ☐ No
2. Are all exit lights in good working order?
   ☐ Yes ☐ No
3. Are all exits free of obstruction?
   ☐ Yes ☐ No
4. Are all employees familiar with emergency location exits?
   ☐ Yes ☐ No
5. Is an evacuation plan posted at the main exit door inside of each room?
   ☐ Yes ☐ No
6. Are all exits unlocked when the building is occupied?
   ☐ Yes ☐ No
7. Are all fire doors and fire shutters in good operating condition and doors kept closed?
   ☐ Yes ☐ No
8. Are fire drills conducted annually?
   ☐ Yes ☐ No

FIRE EXTINGUISHERS

1. Have all fire extinguishers been inspected within the last 12 months?
   ☐ Yes ☐ No
2. Are all employees familiar with fire extinguisher locations and operation?
   ☐ Yes ☐ No

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FIRE PROTECTION and EQUIPMENT

1. If present, have sprinkler systems, standpipes and hose been inspected by a licensed contractor within the last 12 months?

   ☐ Yes ☐ No

2. Is storage at least 18" below sprinkler heads?

   ☐ Yes ☐ No

3. If present, have fire alarms and smoke detectors been inspected by a licensed service provider within the last 12 months?

   ☐ Yes ☐ No

4. If present, have emergency notification alarms, call boxes and systems been inspected by a licensed service provider within the last 12 months?

   ☐ Yes ☐ No

5. If present, have private fire hydrants been flow tested and serviced annually by a licensed service provider?

   ☐ Yes ☐ No

ELECTRICAL WIRING

1. Is all electrical wiring unexposed (no open electrical panels or junction boxes)?

   ☐ Yes ☐ No

2. Are all electrical connections (splices) made in covered electrical junction box?

   ☐ Yes ☐ No

3. Are there enough electrical outlets to prevent the use of extension cords in lieu of permanent wiring?

   ☐ Yes ☐ No

4. Are electric control panels accessible and are circuits labeled?

   ☐ Yes ☐ No

5. Are covers closed on electric panels?

   ☐ Yes ☐ No

FLAMMABLE and COMBUSTIBLES

1. Are flammable and combustible liquids kept in approved containers?

   ☐ Yes ☐ No

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2. Are flammable and combustible liquids kept away from open flames, heating equipment or electrical control panels?

   ☐ Yes ☐ No

STORAGE

1. Are papers, plastics and other combustibles kept in limited quantities so as to prevent a fire hazard?

   ☐ Yes ☐ No

2. Is storage limited, accessible, orderly, and not within 24 inches of the ceiling?

   ☐ Yes ☐ No

3. Are stairways, aisles and corridors free of storage?

   ☐ Yes ☐ No

HEATING EQUIPMENT

1. Is heating equipment in a safe and operable condition?

   ☐ Yes ☐ No

2. Is storage kept away from water heaters, furnaces, and out of the boiler room?

   ☐ Yes ☐ No

3. Is heating system adequate to prevent the use of portable heaters?

   ☐ Yes ☐ No

Additonal comments, questions, suggestions to improve the fire division's service delivery

SUBMIT REPORT

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