# SAFETY AUDIT CHECKLIST

## **Fire Prevention Plans**

#### Location:

Audited by:

Date:

Item # Repair Date

Check the box under Y for "yes" or N for "no" to determine if each item is within compliance.

### <u>Y</u> <u>N</u>

**Comments:**  $\Box$   $\Box$  1. Does the employer have a fire prevention plan in writing, kept in the workplace, and available to employees for review? (Note: An employer with 10 or fewer employees may communicate the plan orally to employees.) 1910.39(b)  $\Box$   $\Box$  2. Does the fire prevention plan include a list of all major fire hazards, proper handling and storage procedures for hazardous materials, potential ignition sources and their control, and the type of fire protection equipment necessary to control each major hazard? 1910.39(c)(1) □ □ 3. Does the fire prevention plan include procedures to control accumulations of flammable and combustible waste materials? 1910.39(c)(2)□ □ 4. Does the fire prevention plan include procedures for regular maintenance of safeguards installed on heat-producing equipment to prevent the accidental ignition of combustible materials? 1910.39(c)(3) □ □ 5. Does the fire prevention plan include the name or job title of employees responsible for maintaining equipment to prevent or control sources of ignition or fires? 1910.39(c)(4) □ □ 6. Does the fire prevention plan include the name or job title of employees responsible for the control of fuel source hazards? 1910.39(c)(5)  $\Box$   $\Box$  7. Does the employer inform employees upon initial assignment to a job of the fire hazards to which they are exposed? 1910.39(d) **a b** 8. Does the employer also review with each employee those parts of the fire prevention plan necessary for self-protection? 1910.39(d)

#### Notes: