TAGPOINT.

Fire extinguisher check

A monthly look at every fire extinguisher, with the weekly fire alarm test and the monthly emergency lighting test. One sheet per site per month.

SITE _____ MONTH _____ CHECKED BY _____

Location	Type	Serial or ID	In place and visible	Access clear	Pin and seal intact	Gauge in the green	No damage	Instructions readable	Service label in date	Initials

Weekly fire alarm test

Use a different call point each week.

Date	Call point used	Sounders heard everywhere?	Faults and action	Tested by
		Yes No		
		Yes No		
		Yes No		
		Yes No		
		Yes No		

Monthly emergency lighting test

A short test on battery; every light should come on.

Date	All lights came on?	Faulty lights and action	Tested by
	Yes No		
	Yes No		

Extinguisher faults

Location or ID	Fault found	Reported to and when

HOW TO USE THIS SHEET

1. Once a month, look at every extinguisher and mark each column. Type is water, foam, CO_2, powder or wet chemical.
2. Report anything wrong so the extinguisher is serviced or replaced. The yearly service is done by a competent engineer.

KEY

- ✓ OK
- ✗ Fault: write it in the box below and report it
- – No gauge (CO_2 extinguishers)

WHAT TO LOOK FOR

In place and visible
- On its bracket or stand at the fire point, with its sign

Access clear
- Nothing stacked in front of it or in the way to it

Pin, seal and gauge
- Safety pin in place and tamper seal unbroken
- Needle in the green on extinguishers with a gauge

Damage
- No dents, rust, cracked hose or horn, and not used, even partly

Instructions and service label
- Instructions on the body readable and facing out
- Service label shows a service within the last year

Relates to: The Regulatory Reform (Fire Safety) Order 2005, with BS 5306-3 (extinguishers), BS 5839-1 (fire alarms) and BS 5266-1 (emergency lighting).

Free to copy and adapt. Not legal advice.

Try this check on your phone

Scan the code and do it on extinguisher point FE-01 at our live demo site. No app, no sign-in. Then run it on your own, free for 30 days: tagpoint.co.uk/fire-safety-checks/