About Monthly Checks

➢ The “Monthly Check” is to ensure that the fire extinguisher is fully charged and operable by inspecting a few key elements.

➢ Monthly spot checks do not require any special licensing and can be done by anyone with these instructions.

➢ Monthly Checks are required by the State Fire Marshal.

➢ Fire extinguishers located in public areas (i.e. hallways) are inspected by a student assistant from EHS. Those located in offices, mechanical rooms, and classrooms are to be inspected by the department owner.

*Modified from University of Central Florida’s Fire Inspection Guidelines
Location and Access

- Verify that the units are in their intended location and are not blocked. If small items can be relocated easily please do so.

*Modified from University of Central Florida’s Fire Inspection Guidelines*
Mounting

- The unit should be mounted on a wall or set in a cabinet.

*Modified from University of Central Florida’s Fire Inspection Guidelines*
Closer Inspection

- The plastic seal is intact and safety pin is in place.
- The gauge needle points to the green section.

*Modified from University of Central Florida’s Fire Inspection Guidelines*
Closer Inspection

- The nozzle should be clear of blockages. Signs of yellow powder could also indicate a leak or tampering and should be reported.

- Annual inspection by certified/registered technician. Look at the year and month/date punched on the tag. It should be within the last year.

*Modified from University of Central Florida’s Fire Inspection Guidelines*
Initial the Tag

➢ Date and initial the tag on the unit when you are finished. Report any problems or concerns to EHS (x5-4139)

*Modified from University of Central Florida’s Fire Inspection Guidelines