BLACK FOREST FIRE RESCUE

Division of Fire Marshal

11445 Teachout Road | Colorado Springs, CO 80908

BUSINESS SELF-INSPECTION CHECKLIST

Fire safety inspection form | Business owner / manager

BUSINESS NAME

DATE

PROPERTY ADDRESS

PERSON COMPLETING FORM

PHONE / EMAIL

Prepare for a BFFR visit. YES = compliant; NO = correction needed; N/A = not applicable. Special / high-hazard operations may need further review.

BUILDING EXTERIOR

	YES	NO	N/A
Address numbers are posted, contrast with the background, meet the applicable local size requirement and are visible from the road.	○	○	○
Required fire-lane signs are posted; fire access roads and gates are unobstructed.	○	○	○
Gas meters and attached piping have required protection from vehicle impact.	○	○	○
Fire department connections have required clear working space and protective caps.	○	○	○
Hydrants have at least 3 feet of clearance around them, unless otherwise approved.	○	○	○
Dumpsters / combustible waste have the required separation from openings and roof overhangs.	○	○	○
Knox box keys and emergency contact information are current, where applicable.	○	○	○

BUILDING INTERIOR - EXITS

	YES	NO	N/A
Required exits open readily from inside and are not blocked or improperly locked.	○	○	○
Aisles, corridors and exit routes are clear and retain the required width.	○	○	○
Exit signs and emergency lighting operate on normal and emergency power.	○	○	○
Extinguishers have the required rating, distribution, access and current service records.	○	○	○
Combustible waste is controlled; storage is orderly and outside prohibited locations.	○	○	○

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BUSINESS SELF-INSPECTION CHECKLIST

Interior, fire-protection systems and self-inspection completion

BUSINESS / PROPERTY ADDRESS

BUILDING INTERIOR - STORAGE / ELECTRICAL / CONSTRUCTION

	YES	NO	N/A
Required sprinkler / ceiling clearance is maintained; no storage obstructs fire-protection equipment.	○	○	○
Electrical panels have required clear working space (normally at least 30 inches wide, 36 inches deep and 78 inches high, subject to applicable requirements).	○	○	○
Extension cords do not replace permanent wiring. Listed power strips are not daisy-chained.	○	○	○
Junction boxes have covers; wiring / receptacles show no damage; only approved adapters are used.	○	○	○
Electrical, mechanical and fire-protection equipment rooms are identified and accessible.	○	○	○
Fire-resistive walls / ceilings are intact; required fire doors close and latch and are not wedged open.	○	○	○

SPECIAL SYSTEMS

	YES	NO	N/A
Sprinkler, standpipe and fire alarm inspection / testing / maintenance records are current as required.	○	○	○
Kitchen suppression inspection and hood / exhaust cleaning records are current, where applicable.	○	○	○
Fire alarm panels, sprinkler valves and riser / pump rooms are identified and unobstructed.	○	○	○

ITEMS MARKED NO / CORRECTIVE ACTION / TARGET DATE

OWNER / MANAGER SIGNATURE (type name or sign)

DATE

This is an owner self-check, not a BFFR inspection approval. Notify BFFR promptly of an impaired required fire-protection system. Call 911 for fire or immediate danger.

Save this PDF and submit through the BFFR website. Contact BFFR for the current submission route.

BFFR website / submission information