

## Self-inspection checklist

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### Flammable and combustible materials

- Is combustible scrap, debris, and waste stored in covered metal receptacles and removed from the work site promptly?
- Are proper storage methods used to minimize the risk of fire and spontaneous combustion?
- Are approved containers and tanks used for the storage and handling of flammable and combustible liquids?
- Are connections tight on all drums and combustible liquid piping (vapor and liquid)?
- Are all flammable liquids kept in closed containers when not in use?
- Are bulk drums of flammable liquids grounded and bonded to containers during dispensing?
- Do storage rooms for flammable and combustible liquids have explosion-proof lights?
- Do storage rooms for flammables and combustible liquids have mechanical or gravity ventilation?
- Are safe practices followed when liquid petroleum gas is stored, handled, and used?
- Are liquefied petroleum storage tanks guarded to prevent damage from vehicles?
- Are all solvent wastes and flammable liquids kept in fire-resistant, covered containers until they are removed from the work site?
- Is vacuuming used rather than blowing or sweeping combustible dust when possible?
- Are fire separators placed between stacked containers of combustibles or flammables to ensure their support and stability?
- Are fuel-gas cylinders and oxygen cylinders separated by distance, fire-resistant barriers, or other means while in storage?
- Are fire extinguishers provided for the type of materials they will extinguish, and placed in areas where they are to be used?

CLASS A: Ordinary combustible materials fires

CLASS B: Flammable liquids, gas, or grease fires

CLASS C: Energized-electrical equipment fires

- If a Halon 1301 fire extinguisher is used, can employees evacuate within the specified time for that extinguisher?
- Are appropriate fire extinguishers mounted within 75 feet of outside areas containing flammable liquids, and within 10 feet of any inside storage area for such materials?
- Do only trained personnel transfer or withdrawal flammable or combustible liquids?
- Are fire extinguishers mounted so that employees do not have to travel more than 75 feet for a Class A fire or 50 feet for a Class B fire?
- Are employees trained in the use of fire extinguishers?
- Are all extinguishers serviced, maintained, and tagged at least yearly?
  - Do record required monthly checks of extinguishers?
- Are all extinguishers fully charged and in their designated places? Are extinguishers free from obstruction or blockage?
- Where sprinkler systems are permanently installed, are the nozzle heads directed or arranged so that water will not be sprayed into operating electrical switchboards and equipment?
- Are "NO SMOKING" signs posted in areas where flammable or combustible materials are used or stored?
- Are "NO SMOKING" signs posted on tanks of liquefied petroleum gas?
- Are "NO SMOKING" rules enforced in areas involving storage and use of flammable materials?
- Are safety cans used for dispensing flammable or combustible liquids?
- Are all spills of flammable or combustible liquids cleaned up promptly?