



## **MONTHLY FIRE EXTINGUISHER INSPECTION**

**Monthly fire extinguisher inspections are simple; just follow these ten easy steps:**

1. Fire extinguishers must be hanging on a mount, be readily accessible and not be blocked in. They cannot be sitting on the floor.
2. Ensure the hanging bracket is secure and not loose and the extinguisher can be easily removed from the bracket. Make sure the extinguisher is not mounted in such a manner that allows the extinguisher to be easily knocked off the bracket.
3. Remove the extinguisher from the bracket, turn it upside down and shake it. This monthly shake prevents the powder from caking in the bottom of the extinguisher.
4. Look at the gauge and make sure the needle is in the green or shows the extinguisher is FULLY charged. Any indication that the extinguisher is other than FULLY charged renders the extinguisher unserviceable.
5. Make sure the safety pin is installed to prevent accidental discharge and that the pin has a plastic break-a-way security tie to prevent the pin from falling out of its recess.
6. Ensure the extinguisher discharge nozzle or hose is not blocked with foreign matter or debris.
7. Examine the extinguisher cylinder to ensure it has not been subjected to fire, dents, dings or other damage.
8. Ensure the extinguisher is clean and free from grease, oil, food debris, etc. If not, clean it with a degreaser, rinse and wipe dry before remounting the extinguisher.
9. Ensure the extinguisher has a monthly inspection tag and if the extinguisher meets the above criteria, make "OK" in the "condition" block and initial the "inspector" block with your first initial and last name.
10. Any extinguishers found to be unserviceable must be removed immediately and retrieve a spare fire extinguisher from ESS Division.