



## Fire Extinguisher Inspection

All fire extinguishers must be inspected monthly to ensure that the devices will work properly if needed.

### How to Inspect:

- Insure access to the extinguisher is not blocked and in clear view.
- The needle should be in the green zone. **If the needle is not in green zone**, tag it out and remove from service.
- Verify the locking pin is intact and the tamper seal is not broken (tamper seals will vary in color).
- Visually inspect the hose and nozzle to ensure they are in good condition.
- Visually inspect the extinguisher for dents, leaks, rust, chemical deposits or other signs of abuse and/or wear. If the extinguisher is damaged remove it from service and note this on the inspection tag.
- Fire extinguishers must be pressure tested every five (5) years to ensure the cylinder is safe to use. If an extinguisher requires this service, tag it out and remove from service.

### Questions to ask when inspecting:

- Is the fire extinguisher in the correct location?  
Each 3,000 square feet of the protected building area, or major fraction thereof. Travel distance from any point of the protected area to the nearest fire extinguisher shall not exceed 100 feet. Also, at each stairwell access of each floor.
- Are labels and instructional signs present and legible?
- Is there a service tag showing the last date of service?
- Is the last service date more than a year? If so, tag and remove from service.

# EXTINGUISHER

Know your extinguisher  
**Use the correct fire extinguisher**  
(Check your own extinguisher's label for detailed instructions)

## REMEMBER

**P**ULL  
**A**IM  
**S**QUEEZE  
**S**WEEP

### HOW TO OPERATE

**PULL PIN** - This will also break the tamper seal.  
**AIM AT THE BASE OF THE FIRE** - Point the extinguisher nozzle (or horn or hose) at the base of the fire.  
**SQUEEZE HANDLE** - To release the extinguishing agent.  
**SWEEP FROM SIDE TO SIDE** - Start at the front edge of the fire. Using a side-to-side sweeping motion, work toward the back edge of the fire.