



Inspection and Maintenance Record

Portable Fire Extinguishers

See reverse for the required procedure. Attach additional sheets if further remarks are required

Location	Type	Size	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.	Remarks
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Signature _____ Date: _____

Portable Fire Extinguishers

Reference N.F.P.A. 10-2010 and Ontario Fire Code, section 6.2.7

Monthly

Inspection of fire extinguishers.

Monthly fire extinguisher inspections can either be completed by trained in-house staff or by a qualified fire protection contractor.

Inspection procedure

1. The extinguisher shall be in its designated place.
2. Access to and/or visibility of the extinguisher shall not be obstructed.
3. The operating instructions on the extinguisher name plate shall be legible and face outwards.
4. Any seals or tamper indicators that are broken or missing shall be replaced.
5. The pressure gauge reading shall be within the operable range.
6. For water-type extinguishers without gauges, their fullness shall be determined by lifting.
7. Any obvious physical damage, corrosion, leakage or clogged nozzles shall be noted.

Note: When an inspection reveals that tampering has occurred, or that the extinguisher is damaged, leaking, undercharged or has obvious corrosion, the extinguisher shall be subjected to the appropriate maintenance.