

Fire Prevention and Fire Protection Program - Quarterly Inspection Report  
(Appendix 2)

**Research Lab**

\_\_\_\_\_  
Quarter

\_\_\_\_\_  
Year

**Fire Safety Elements**

**Remarks**

1. Exit Doors \_\_\_\_\_
2. Fire Extinguishers \_\_\_\_\_
3. Floor Area \_\_\_\_\_
4. Exit Signs and Lights \_\_\_\_\_
5. Personnel Requiring Assistance During Evacuation (mark on separate sheet)

An inspection was made and:

1.  All self-closing exit doors were kept in the closed position and not illegally locked in any manner.
2.  All required fire extinguishers were available with their location and operation known to all personnel.
3.  Corridors and aisle spaces were kept free of obstructions and accumulation of combustible materials.
4.  The exit signs and lights were lit and in good repair.

**Return to:**

Building Management

Building Floor: \_\_\_\_\_

Date: \_\_\_\_\_

Signed: \_\_\_\_\_