

Inspecting Portable Fire Extinguishers

What types of inspections must be done of Portable Fire Extinguishers (PFE's)?

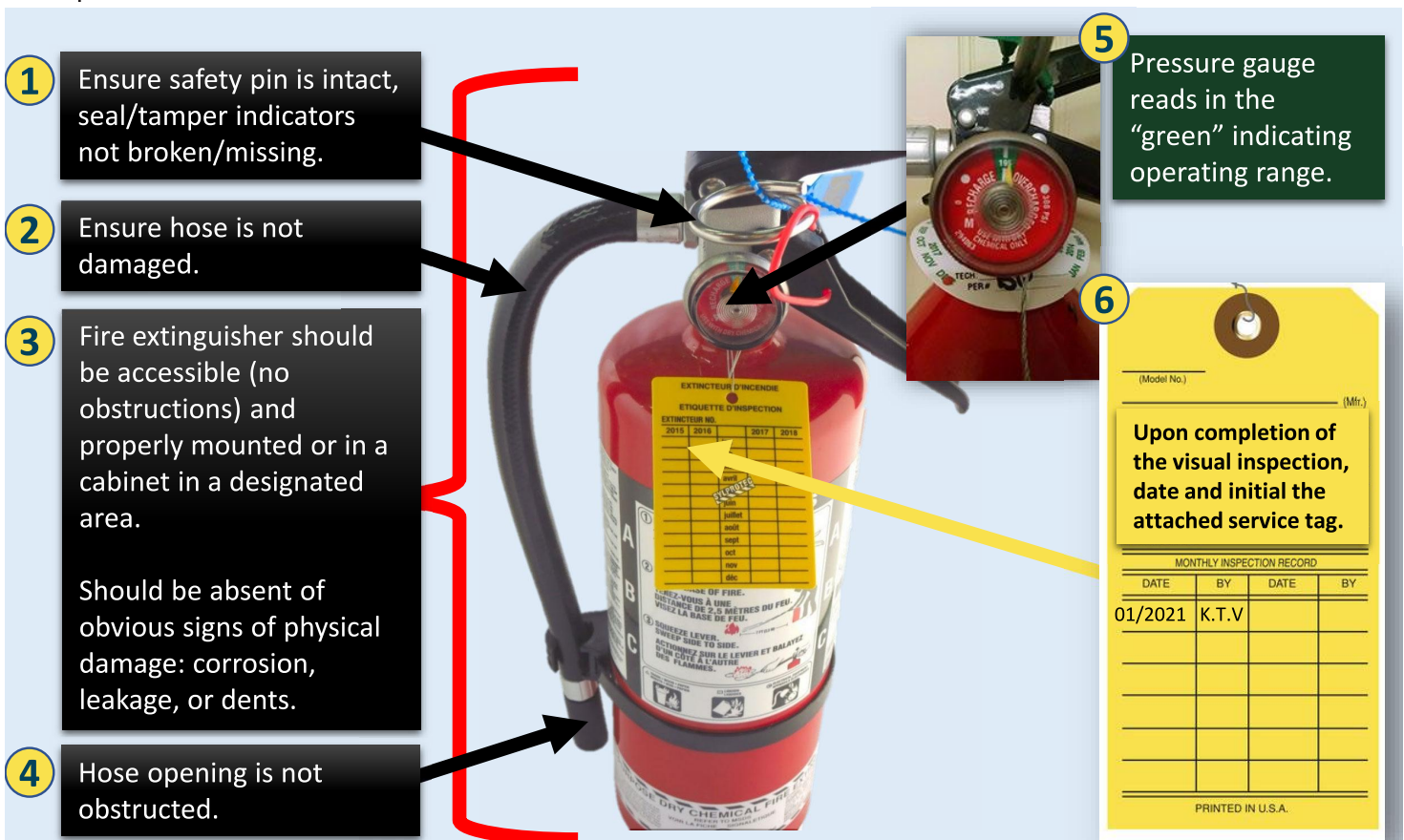
PFE's must be visually inspected monthly and is required by the state fire marshal. Monthly spot checks do not require any special licensing and can be done by anyone in the workspace to ensure that the fire extinguisher is fully charged and operable by inspecting a few key elements.

Who is responsible for Portable Fire Extinguisher monthly checks and periodic testing?

- The monthly review of PFEs located in general department offices, classrooms, and academic technical workspaces, are to be inspected by the overseeing department.
- In areas that have restricted access (stockrooms, laboratories and other limited-access research and technical areas), the monthly review must be performed by designated laboratory/support personnel. The Principal Investigator, Laboratory Manager, or Supervisor is responsible for assuring that these monthly reviews are performed and documented as required.
- Annual inspections are conducted by a certified/registered technicians which are contracted by Facilities Planning and Management.
- Check the year and month/date punched on the tag. It should be within the last year. Contact EH&S if the tag is out of compliance by date

How to perform a monthly inspection on a Portable Fire Extinguisher:

During the monthly inspections, visually inspect the elements emphasized below and report to EH&S any components that fail the visual inspection.



- 1 Ensure safety pin is intact, seal/tamper indicators not broken/missing.
- 2 Ensure hose is not damaged.
- 3 Fire extinguisher should be accessible (no obstructions) and properly mounted or in a cabinet in a designated area.
Should be absent of obvious signs of physical damage: corrosion, leakage, or dents.
- 4 Hose opening is not obstructed.
- 5 Pressure gauge reads in the "green" indicating operating range.
- 6 Upon completion of the visual inspection, date and initial the attached service tag.

MONTHLY INSPECTION RECORD			
DATE	BY	DATE	BY
01/2021	K.T.V		