



PARTNERING WITH TOWNSHIPS

TOWNSHIP OFFICIALS OF ILLINOIS RISK MANAGEMENT ASSOCIATION RISK REMINDER

Fire Extinguishers

An inspection is a 'Quick Check' of your extinguishers that will help to ensure that each unit will operate when needed. A visual inspection is needed on a **monthly** basis. At the completion of the visual inspection, the inspector should write their initials and the date on the back of the maintenance certification tag attached to the extinguisher.

- ☑ All extinguishers need to be mounted and accessible. Extinguishers should be mounted so the top of the extinguisher is no higher than 5' from the floor. The bottom of the extinguisher should be not any lower than 18" from the floor.
- ☑ All extinguishers need a sign or marker identifying the location of the extinguisher. The sign should be placed so that it is visible from long distances above the height of cubicle walls.
- ☑ Extinguishers should receive an annual maintenance certification from a professional vendor.
- ☑ A monthly 'Quick Check' program should be in place to ensure:
 - The extinguisher is in its desired location.
 - The extinguisher is not blocked
 - There are no physical damages to the extinguisher, hose or bracket.
 - The gauge in the GREEN or Full Zone.
 - The safety pin is secured and in place.

Note: The **date** and **initials** of the person performing the inspections should go on the tag. Any problems shall be reported and fixed by the company that services them yearly. Once the service is complete, the extinguisher should be checked and remounted.



For more information, contact your Loss Control Consultant at (888) 562-7861

CLAIM REPORTING HOTLINE (844) 562-2720 | Available 24/7