**HEALTH/LIFE SAFETY ANNUAL INSPECTION CHECKLIST (ROE)**

**Administrative and General Building Requirements**

🞏 Safety reference plans (1) 🞏 Fire alarm audibility (10) 🞏 Alcohol hand-rub-dispensers (19)

🞏 School safety drills (2) 🞏 Manual fire alarm station (11) 🞏 Decorative vegetation (20)

🞏 Annual review of crisis plans (3) 🞏 ITM of fire alarm systems (12) 🞏 Space heaters (21)

🞏 Hold-open devices (4) 🞏 Functional sprinkler system (13) 🞏 Furnishings and decorations (22)

🞏 Unobstructed exits (5) 🞏 Clearance above storage (14) 🞏 Interior wall, ceiling and floor finishes (23)

🞏 Emergency lighting + exit signs (6) 🞏 Functional standpipe system (15) 🞏 Extension cords/multiple plug adaptors (24)

🞏 Testing of emergency lighting (7) 🞏 Fire extinguishers (16) 🞏 Electrical systems (25)

🞏 Flam/comb liquids + chemicals (8) 🞏 Safety glazing (17)\* 🞏 Carbon Monoxide Detection (26)

🞏 Fire alarm system (9) 🞏 Shower/eye wash stations (18)\* **(A)-applies only if classified as assembly**

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| **Arts and Crafts Rooms**🞏 Fire-rated construction (28)🞏 Fire detectors (29)🞏 Spray finishing (30)🞏 Limited Spraying Spaces (31)🞏 Electrical Wiring & Equip (32)🞏 Kiln exhaust (33)🞏 Kiln fuel switch (34)🞏 Eye glasses (35)\*🞏 Toxic art supplies (36)\***Auditoriums**🞏 Posted occupancy loads (37)🞏 Number of exits (38)🞏 Means of egress arrange (39)🞏 Illuminated exit signs (40)🞏 Emergency lighting (41)🞏 Fire-rated construction (42)🞏 Fire detectors (43)**Automotive Shops**🞏 Fire-rated construction (51)🞏Fire detectors (52)🞏Spray paint rooms (53)🞏 Limited Spraying Spaces (54)🞏 Electrical Wiring & Equip (55)🞏 Welding booth exhaust (56)🞏 Eye glasses (57)\***Bleachers and Grandstands**🞏 Inspection/maintenance (63)\*🞏 Storage underneath (64)**Boiler Room**🞏 Door swing (69)🞏 Fire-rated construction (70)🞏 Housekeeping (71)🞏Fire detectors (72)🞏Emergency fuel switch (73)🞏 Inspection posted (74)**Cafeteria (A)**🞏 Posted occupant loads (80)🞏 Number of exits (81)🞏 Means of egress arrange (82)🞏 Illuminated exit signs (83)🞏 Emergency lighting (84)🞏 Fire-rated construction (85)🞏 Fire detectors (86)**Classrooms**🞏 Doors unlocked (93)🞏 Fire-rated construction (94)🞏 Door glass-vision panel (95)🞏 Classroom door swing (96)🞏 Artwork in classrooms (97) |  | **Corridors**🞏 Number of exits (108)🞏 Dead-end travel (109)🞏 Illuminated exit signs (110)🞏 Emergency lighting (111)🞏 Fire-rated construction (112)🞏 Width of corridors (113)🞏 Storage in corridors (114)🞏 Artwork (115)**Elevator and Conveying Systems**🞏Does not obstruct egress (121)🞏Certificate of Inspection (122)**Exterior Items**🞏 Exterior stairs maintained (123)🞏 Fire lanes (124)🞏 Fire dept connection (125)🞏 Fire hydrants (126)**Fire Escape Stairs**🞏 Existing fire escapes (128)🞏 Access to fire escapes (129)🞏 Protection of openings (130)🞏 Testing (131)**Greenhouses**🞏 Fire-rated construction (132)🞏 Fire alarm systems (133)🞏Fire detectors (134)**Gym and Multipurpose Rooms**🞏 Posted occupant loads (138)🞏 Number of exits (139)🞏 Means of egress arrange (140)🞏 Illuminated exit signs (141)🞏 Emergency lighting (142)🞏 Fire-rated construction (143)**Home Economics and Family Services Rooms**🞏 Fire-rated construction (151)🞏 Fire detector (152)🞏 Exhaust fan (153**Industrial Technology Labs**🞏 Fire-rated construction (161)🞏 Fire detectors (162)🞏 Welding booth exhaust(163)🞏 Eye glasses (164)\***Kitchens**🞏 Fire-rated construction (176)🞏 Fire detectors (177)🞏 Fire extinguishers (178)🞏Cooking hood exhaust (179) |  | 🞏 Exhaust inspections (180)🞏 Filter maintenance (181)🞏 Fire extinguishing systems (182)**Library/Media Center (A)**🞏 Posted occupancy loads (189)🞏 Number of exits (190)🞏 Means of egress arrange (191)🞏 Illuminated exit signs (192)🞏 Emergency lighting (193)🞏 Fire-rated construction (194)🞏 Fire detectors (195)**Mechanical & Furnace Rooms**🞏 Fire-rated construction (198)🞏 Fire detectors (199)🞏 Storage of combustibles (200)**Music Practice Rooms**🞏 Sound proofing (202)**Photo Developing Labs**🞏 Fire-rated construction (208)🞏 Fire detector (209)🞏 Exhaust fan (210)🞏 Chemical storage (211)**Science Laboratories**🞏 Fire-rated construction (225)🞏 Fire detector (226)🞏 Exhaust fan (227)🞏 Fume hood exhaust (228)🞏Eye glasses (229)\*🞏 Chemical storage (230)🞏 Emergency fuel switch (231)**Shower and Locker Rooms**🞏 Number of exits (235)🞏 Illuminated exit signs (236)🞏 Exhaust fan (237)\*🞏 Vapor-proof lights (238)\***Stages (Large)+Accessory Rooms**🞏Illuminated exit signs (243)🞏 Emergency lighting (244)🞏 Fire-rated construction (245)🞏 Proscenium wall protection (246)🞏 Curtains and scenery (247)🞏 Sprinklers and ventilators (248)🞏 Standpipes (249)**Stages (Small)**🞏 Illuminate exit signs (256)🞏 Emergency lighting (257)🞏 Curtains+scenery (258)🞏 Fire detectors (259) |  | **Stages with Storage Under**🞏 Fire-rated constr (265)🞏 Storage only (266)🞏 Fire detectors (267)🞏 Sprinklers (268)**Stairwells**🞏 Properly maintained (272)🞏Illuminated exit signs (273)🞏 Emergency lighting (274)🞏 Stair enclosure (275)🞏No storage (276)🞏 Fire detector (277)**Storage/Supply/Closets**🞏 Fire-rated constr (283)🞏 Fire detector (284)🞏 Classroom/janitor’s (285)**Swimming Pools**🞏Occup loads (289) **(A)**🞏 Number of exits (290) **(A)**🞏 Egress arrange (291) **(A)**🞏 Exit signs (292) **(A)**🞏 Emerg lighting (293) **(A)**🞏 Fire-rated constr (294) **(A)**🞏 Vapor-proof lights (295)\*🞏 Exhaust fan (296)\*🞏 IDPH equipment (297)\*🞏 Fire extinguisher (298)🞏 Fire detectors (299)**Teachers Workrooms and Lounges**🞏 Fire-rated constr (301)🞏 Fire detector (302)🞏 Exhaust fan (303)**Time-Out Rooms**🞏 Ceiling height (304)🞏 Safe construction (305)🞏 Locking (306)🞏 Monitoring (307)**Toilets**🞏 Exhaust fan (309)\***Woodworking Shop**🞏 Fire-rated constr (315)🞏 Fire detectors (316)🞏Fire extinguishers (317)🞏 Sawdust collector (318)🞏 Eye glasses (319)\*🞏 Housekeeping (320) |