**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) |