

# HEALTH/LIFE SAFETY ANNUAL INSPECTION CHECKLIST (ROE)

## Administrative and General Building Requirements

- Safety reference plans (1)
- School safety drills (2)
- Annual review of crisis plans (3)
- Hold-open devices (4)
- Unobstructed exits (5)
- Emergency lighting + exit signs (6)
- Testing of emergency lighting (7)
- Flam/comb liquids + chemicals (8)
- Fire alarm system (9)
- Fire alarm audibility (10)
- Manual fire alarm station (11)
- ITM of fire alarm systems (12)
- Functional sprinkler system (13)
- Clearance above storage (14)
- Functional standpipe system (15)
- Fire extinguishers (16)
- Safety glazing (17)\*
- Shower/eye wash stations (18)\*
- Alcohol hand-rub-dispensers (19)
- Decorative vegetation (20)
- Space heaters (21)
- Furnishings and decorations (22)
- Interior wall, ceiling and floor finishes (23)
- Extension cords/multiple plug adaptors (24)
- Electrical systems (25)
- Carbon Monoxide Detection (26)

**(A)-applies only if classified as assembly**

### 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)