

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST
FIRE EXTINGUISHERS - MONTHLY INSPECTION

SITE AND BLDG #: WV005

MECHANIC
SIGNATURE: 

DATE: 8/26/24

LOCATION/RM #: WO# 16243 ASSET # G051

START TIME: 10AM

FINISH TIME: 11AM

CHECK POINT	CHECKPOINT DESCRIPTION	TASK YES NO	SPECIAL INSTRUCTIONS															
			TO BE PERFORMED AT EACH INSPECTION															
1	Each extinguisher shall have an inspection tag securely attached that indicates the month and year the inspection was performed and the initials of the person performing the inspection shall be recorded.	●	2022	2023	2024	2025	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
1	A visual inspection is a quick check to see that the fire extinguisher is in its proper location, that it is not blocked, is fully charged, and that it appears to be in good working order.	●																
2	Check that extinguisher is in designated place	●																
3	Check for no obstruction to access or visibility.	●																
4	Check that pressure gauge reading or indicator is in the operable range or position.	●																
5	Update tag indicating that inspection has been performed. Include the date and your initials.	●																



Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor and direct material cost) per PM occurrence. For any deficiencies found exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, photos, and a detailed description of the deficiency.

To be performed by: General Maintenance Worker

Additional Notes: All FE in building 1 checks out well, although I found 1 not in inventory has been removed but now replaced.
 -AS