

**PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST**  
**FIRE EXTINGUISHERS - MONTHLY INSPECTION**

SITE AND BLDG #: NY065 BLDG1

MECHANIC  
SIGNATURE: \_\_\_\_\_

DATE: 12/20/23

LOCATION/RM#: bldg1 WO# 14318 ASSET # G010

START TIME: 11am

FINISH TIME: 11:15am

CHECK POINT	CHECKPOINT DESCRIPTION	TASK CO
		YES
SPECIAL INSTR		
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.	<input checked="" type="checkbox"/>
TO BE PERFORMED AT EACH INSPECTION		
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.	<input checked="" type="checkbox"/>
2	Check that extinguisher is in designated place	<input checked="" type="checkbox"/>
3	Check for no obstruction to access or visibility.	<input checked="" type="checkbox"/>
4	Check that pressure gauge reading or indicator is in the operable range or position.	<input checked="" type="checkbox"/>
5	Update tag indicating that inspection has been performed. Include the date and your initials.	<input checked="" type="checkbox"/>

Note: The technician shall perform any repairs identified during PM up to \$250 (direct labor only). Repairs exceeding \$250 open a corrective maintenance (CM) ticket and include the Asset #, WO #, and description of the repair.

To be performed by: General Maintenance Worker

**Additional Notes:**

