

PREVENTATIVE MAINTENANCE PROGRAM CHECKLIST FIRE EXTINGUISHERS - MONTHLY INSPECTION

SITE AND BLDG #: VA039

MECHANIC
SIGNATURE: 

DATE: 11-SEP-2025

LOCATION/RM #: WO# 19866 ASSET # G044

START TIME: 9AM

FINISH TIME: 10AM

CHECK POINT	CHECKPOINT DESCRIPTION	TASK COMPLETED	
		YES	NO
SPECIAL INSTRUCTIONS			
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.	●	
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.	●	
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:

3 FE in building 1 pending replacement. All others check out well.
-AS

DO NOT REMOVE GS
FIRE EXTINGUISHER INSPECTION TAG
EXTINGUISHER NO. 7

2022	2023	2024	2025
	JAN	AS	AS
	FEB	AS	AS
	MAR	AS	AS
	APR	AS	AS
	MAY	AS	AS
	JUNE	AS	AS
	JULY	AS	AS
	AUG	AS	AS
	SEPT	AS	AS
	OCT	AS	AS
	NOV	AS	AS
	DEC	AS	AS