

## FIRE SAFETY AUDIT FOR LODGING HOUSE BY-LAW #2015-07

<b>INFO</b>	Business Name
	Owners Address:
	Owners Phone#
	Peroperty Conoact Name:
	Property Contact Phone #:
	Total Number of Lodgers:

<b>CHECKLIST</b>	<b>Smoke Alarms</b>			
	Is there a minimum of one smoke alarm on ever floor level?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
	Is a smoke alarm installed adjacent to each sleeping room?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
	Are all battery operated smoke alarms equipped with functional batteries?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
	<b>Fire Extinguishers</b>			
	Are all portable fire extinguishers visuall inspected monthly with records maintained?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
	Are protable fire extinguishers properly mounted and unobstructed?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
	Does the guage on each fire extinguisher indicate the unit is fully charged? (GUAGE needle in green zone)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
	Is the expiry date on the protable fire extinguisher past due?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
	<b>Exits, Heaters, Chimney, Extension Cords, Dryer, Kitchen Hood</b>			
	Are exit stairways unobstructed and free of any storage?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
	Are portable space heaters maintained a minimum of one meter from any combustables? (Portable heaters are not permitted in sleeping areas)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
	Has the chimney been inspected/cleaned by a WETT certified person in the past year?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
	Are extension cords used in place of a permanent power supply for electrical appliances?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
	Are proper receptables for cigarette butts provided, where smoking is permitted?	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>	Yes <input type="checkbox"/>
	Have exterior dryer lint vents been cleaned in the past year?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
	Are kitchen hood(s) and filters cleaned sufficiently to avoid excessive grease accumulation?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input type="checkbox"/>
	<b>Be aware that the Oakville Fire Department must be contacted at 905-338-4404 in order to conduct an inspection. All fees required to complete this form must be paid to the Oakville Fire Department for the inspection.</b>			

<b>PREPARED BY</b>	NAME (Please Print) : _____
	SIGNATURE: _____
	DATE: _____
	(MM/DD/YYYY)

**Note that if no inspection is conducted by the Oakville Fire Department or if fire department requirements are not met, the Lodging House license may be revoked.**