



CITY OF OAK FOREST – FIRE DEPARTMENT

FIRE PREVENTION

(708) 687.6050

CHECK LIST

- EXIT LIGHTS WORKING.
- EMERGENCY LIGHTING WORKING.
- FIRE EXTINGUISHERS SERVICED AND TAGGED. ABC MULTI-PURPOSE/ "K" -TYPE FOR KITCHENS/COOKING.
- HOOD AND DUCT U.L.300 COMPLIANT, SERVICED, FILTERS CLEANED AND TAGGED. (Restaurants and cooking facilities only)
- FIRE ALARM SERVICED.
- ELECTRICAL PANEL HAS NO OPEN SPACES (BLANKS INSTALLED) NO TAPE ON BREAKERS AND THE DOOR TO PANEL IS CLOSED.
- DOES MY BUILDING HAVE A KNOX BOX?
(Brown steel box mounted outside for keys)
- KEYS NEEDED FOR THE KNOX BOX.
- CEILING TILES IN PLACE
- AISLES HAVE PROPER WIDTHS/EXITS CLEAR
- LIMITED USE/LOAD ON EXTENSION CORDS

BEFORE CONTACTING THE FIRE DEPARTMENT

Use this list to review the items listed above and check to see if they are working/serviced. If they are not working you (or the owner) are responsible for the proper operation. Contact the Fire Prevention Bureau only after these items have been checked/serviced and are properly functioning.

This list is only the most common items in a business/building. Your Fire Department inspection is not limited only to the items listed, it's depended on what type of business/occupancy is present and other items will be looked at and reviewed.

IMPORTANT INFORMATION

Businesses with no build out or work to be done on the inside will require one (1) inspection. Businesses with build outs or construction work (deemed by the Fire Department) will require two (2) inspections. The first one is a rough inspection before the construction phase and the second is when you have everything in place and ready to open.