



Oak Forest Fire Department

5620 James Drive, Oak Forest, IL 60452
708-687-6050 www.oak-forest.org



FIRE PREVENTION CHECKLIST

- 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 see if all of the items are working/serviced. If they are not working, you (or the owner) are responsible for the proper operation of each item. Contact the Fire Department 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 dependent on what type of business/occupancy is present and other items that 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 one is when you have everything in place and are ready to open.