

Congregation Facility Safety Checklist

1. Exits

- Marked and Lighted?
- Free from obstructions?
- Any doors or passages locked?
- Any obstructions that may impede evacuation?
- Plans existing for upper floor evacuation?
- Contingency plans for handicapped persons?

2. Electrical and Gas Equipment

- Where are the breaker switches or fuse boxes?
- Are all breakers marked?
- Are switches and outlet boxes covered?
- Are electrical units grounded?
- Any circuits overloaded?
- Any equipment in use after hours? Where?
- Where is gas main or meter shut-off valve?
- Where is gas wrench located?
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3. Firefighting Equipment

- Extinguishers fully charged, inspected and tagged?
- Extinguishers appropriate for type of use?
- Ordinary fires?
- Grease and oil?
- Electrical?
- Are fire alarms maintained and checked regularly?
- Are smoke detectors maintained and checked regularly?

4. Firefighting Equipment

- Are there any combustibles stored in the facility?
- Where? Are they stored correctly?
- Paint
- Solvents
- Cleaning fluids
- Thinners
- Toner
- Propane
- Toxic or corrosive materials

5. Emergency Phone Numbers

- Is the list current and posted visible from outside?
- Does the EMS and Fire Department know the different areas of your facility to enable them quick access?