



Annual Preliminary Fire Escape Self Inspection Form

Version Date

4/17/20

Address	Date
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NOTICE

As the property Owner/Manager of a building that has a fire escape, it is your responsibility to guarantee the fire escape's accessibility, functionality, and usefulness in an emergency according to the requirements of the 2015 International Fire Code, as locally amended and adopted. This can be accomplished by performing regular maintenance, annual preliminary inspections and scheduling a professional inspection every five years on the device. The annual preliminary inspection can be performed by a commercially licensed contractor or a qualified responsible party identified by the owner. The annual preliminary inspection checklist is an aid to help ensure the safe operation of your fire escape.

		YES	NO
1	Are there any obvious broken steps, railings or supports?	<input type="checkbox"/>	<input type="checkbox"/>
2	Is more rust than paint or badly rusted areas visible?	<input type="checkbox"/>	<input type="checkbox"/>
3	Is there any missing bolts/hardware or cracked welds?	<input type="checkbox"/>	<input type="checkbox"/>
4	Is the fire escape access difficult to find? (Missing signs, obstructions, etc.)	<input type="checkbox"/>	<input type="checkbox"/>
5	Are the handrails missing or unstable?	<input type="checkbox"/>	<input type="checkbox"/>
6	Is a key or special knowledge needed to open the escape access door or window?	<input type="checkbox"/>	<input type="checkbox"/>
7	Is the counterbalance unable to keep the stairway up when not in use?	<input type="checkbox"/>	<input type="checkbox"/>
8	Are the mechanical components difficult to operate or in need of paint/repair?	<input type="checkbox"/>	<input type="checkbox"/>
9	Is the ladder unstable or have loos anchors?	<input type="checkbox"/>	<input type="checkbox"/>

If you checked "Yes" in any of the above boxes, it is imperative that you immediately contact either a commercially licensed contractor or registered professional engineer to thoroughly examine the fire escape and all of its components to ensure its structural soundness and safe operation in the event of an emergency.

Be sure to keep a copy of all completed inspection forms for your records as they may be required to be shown during fire inspections.

Call 719-385-5978 with any questions.

Signed	Printed Name
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