



Fort Bend County Fire Marshal's Office

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Annual Fire Inspection What to Look For

The Fort Bend County Fire Marshal's Office conducts annual inspections of multi-family residential occupancies, daycare's, educational occupancies, and commercial businesses. The goal of these inspections is to decrease the number and severity of fires and increase fire safety awareness. Fire violations are generally given 30 days to abate but more serious life safety violations are given less time to abate depending on the seriousness of the violation. Registration forms are mailed to the business after the inspection has been done. Certificate of Compliance is then issued after the violations are abated and the registration form is completed along with the registration fee.

Below is a list of some of the fire code safety violations the Fort Bend County Fire Marshal's Office look for during an annual inspection. You can use this list as a guide to assist you in identifying and correcting potential fire and life safety hazards in your building. For more information on when your business is scheduled for a fire inspection or general information call the Fort Bend County Fire Marshal's Office at (281) 238-1500.

Exit & Egress Doors

1. 36" inches of clear space is required in front of every exit door. Remove obstructions from exits, aisles, corridors, and fire escapes.
2. Repair and maintain interior and exterior lighting for corridors, stairways and exits doors.
3. Maintain emergency power battery for exit lighting and exit signs. Maintain 2 bulb illumination at all times.
4. Exit doors may not be equipped with any kinds of deadbolt or latch which requires the use of a key or any special knowledge or effort to open the door from the inside.

Electrical

1. Extension cords cannot be used permanently in any business. Only UL listed fused or circuit breaker surge suppressors may be used for non-permanent appliances like calculators, desk lamps, typewriters and computers. Surge suppressors must be plugged directly into the wall receptacle. Large fixed appliances like refrigerators, table saws and other large equipment cannot be used with extension cords or power cords.
2. No wiring or cords may extend through walls, ceilings, and floors or under doors.
3. Replace worn or frayed wires to minimize fire hazard.
4. All electrical receptacles must have cover plates and exterior receptacle's weather cover guards.
5. Repair openings in fire resistive constructions around conduit (walls, ceilings, unsealed chases).
6. Minimum clearance of 36 "inches in front of electrical panels.

Extinguishers

1. Service annually and after each use. Must have valid service tag.
2. Mount where readily available with top no higher than 5ft off the ground.
3. Post signs indicating location, if not readily available.
4. Minimum 2A rating (travel distance not to exceed 75').
5. Kitchen hood fire suppression system is to be serviced bi-annually (Every six months).

Exterior

1. Remove accumulations of rubbish, weeds, grass, vines, or other vegetation.
2. Remove storage of combustible materials less than 15' from property.

Storage

1. Storage 24 inches or more below ceilings in non-sprinkled areas; 18 inches within sprinklers.
2. Remove storage underneath exit stairs and combustibles from exits.
3. Remove combustible storage from mechanical or electrical equipment rooms or boiler rooms.
4. Remove storage of dumpsters within 15 feet of combustible walls, openings or roof eave lines.
5. Keep storage orderly, secure and located so exits from the building will not be blocked.

Alarm Systems

1. Maintain in operable condition and test monthly battery smoke detectors.
2. Service by a State licensed sprinkler contractor annually.

Sprinklers

1. Service by a State licensed sprinkler contractor annually.
2. Provide approved protective covers for Fire Department connections and intakes.

Occupancy Load and Address

1. Post occupant load sign near main exit.
2. Make sure address numbers and letters are clearly visible from the street.

Flammable Liquids & Hazardous Materials

1. Remove flammable liquid near exits and stairways.
2. Provide approved storage cabinet for storage of flammable liquids.
3. Compressed gas cylinders must be adequately secured to prevent them from falling or being knocked over. Each cylinder must be labeled with its contents.
4. Place hazard identification signs at entrances to locations where hazardous materials are stored. Conspicuously mark individual containers, cartons or packages.

General Requirements and Housekeeping

1. Remove combustibles, trash and other debris from around the building's exterior.
2. Do not store ANY materials in fire systems equipment rooms including mops, brooms, boxes or any other combustible or flammable material.
3. Keep storage, furnishings and merchandise three feet ("36" inches) away from heat producing equipment to minimize fire risk.
4. Repair holes in walls; replace ceiling panels and other breaches where portions of walls or ceilings have been damaged. This maintains the fire resistive integrity of your building's original construction.
5. No obstructions, including storage are allowed around standpipes, fire hose cabinets, sprinkler valves and hydrants.
6. Keep designated fire lanes around your business clear at all times & maintain worn fire lane signs & marking.

*** This is not an all-inclusive list ***