

FIRE EXTINGUISHER – WEEKLY SAFETY CHECKS

Date: _____

	Yes	No	Comment
Pressure Gauge:			
▲ Is in good condition and undamaged. Needle must be in 'green' area If needle not in green area, remove extinguisher for servicing			
General condition: The following must be in good condition and undamaged:			
▲ Hose			
▲ Handle			
▲ Cylinder body			
▲ Labels (dates and detail clearly visible)			
Suitability: Extinguisher must be suitable for:			
▲ The size and type of the workplace			
▲ The type of fire that could happen			
Pull Pin: Must be:			
▲ In good condition and undamaged			
▲ Securely fastened within handle			
▲ Held in place by tamper seal			
▲ Serviced annually			
Maintenance: Extinguishers must be:			
▲ Marked with next due date OR maximum period of use (mm/yy). For example: SERVICE RECORD. See example: SERVICE RECORD ▲ The size and type of the workplace ▲ The type of re that could happen NEXT DUE DATE RECHARGED PRESSURE TESTED INSPECTED BY			
Access: Extinguisher must be kept in a location that is:			
▲ Easily accessible			
▲ Kept clear			
▲ Marked with the appropriate signs			
▲ Not behind curtains or hidden			

Signed: _____