



Fire Inspection Guide

FLOSSMOOR FIRE DEPARTMENT

WHAT TO EXPECT

During your fire inspection, a uniformed Flossmoor Fire Department Fire Inspector will:

- Properly introduce themselves to the property representative and request to inspect your facility.
- Display a Village I.D.
- Explain the purpose of the inspection.
- Verify contact information.
- Perform the inspection in a courteous and respectful manner.
- If needed, a post-inspection discussion regarding the results of the inspection will occur. At that time, an explanation/education on how to comply will take place.

Annual Fire Inspections Required in Flossmoor

Why?

To prevent fires. Our adopted codes require that all Flossmoor business receive a regular fire inspection. These inspections are designed to greatly reduce the occurrence of injury and fire in your business. It is the goal that all businesses in the Village of Flossmoor are inspected at least once per year.

What Can You Do?

The best way for you to prepare for your upcoming inspection is to follow the preventative measures outlined on the flipside of this brochure.

How Can We Help?

Each Flossmoor Fire Department Inspector is trained and skilled in the current fire code requirements. We are happy to answer any questions that you may have about your upcoming inspection. Please call us at 708-798-3885 or email Info@Flossmoor.org.

**The Flossmoor Fire Department
is confident that through education and
awareness your place of business can be a
fire-safe facility.**



FLOSSMOOR

Welcoming. Beautiful. Connected.

Flossmoor Fire Department
Robert Kopec, Fire Chief
2828 Flossmoor Road
Flossmoor IL 60422
708-798-3885
www.Flossmoor.org





— COMMON VIOLATIONS —

If these items are in compliance, you are likely to earn a perfect score on your inspection!

FIRE EXTINGUISHERS

Portable fire extinguishers require maintenance by a qualified contractor. Annually, the fire extinguishers in your business have to be serviced with a tag affixed indicating the date of service and who performed the work. Contractors are required to be licensed through the Office of the State Fire Marshal.

SIGNS & LIGHTING

Illuminated exit signs and emergency lighting units should have a battery back-up that in the event of a power outage, exits and occupied spaces are illuminated to allow for safe exiting.

FIRE ALARM / PROTECTION TEST DOCUMENTS

If you have a required fire alarm or fire sprinkler system, it is required to be tested periodically. Make sure updated testing, inspection and maintenance documents are available for review, or have your contractor send them to: www.TheComplianceEngine.com.

ACCESS TO EQUIPMENT

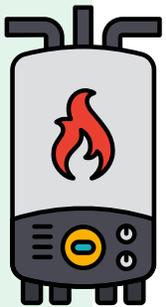
Closets and rooms that house fire alarms and fire protection equipment should be properly identified and accessible. There should be no obstructions to gain access to this equipment. Accessible clearance to this equipment is required.

KEYS TO KNOX BOX RAPID ENTRY SYSTEM

If you change the locks to your building, make sure a key(s) is available for the Fire Inspector to place in the building Knox Box. Please call 708-798-3885 to schedule an appointment if the door locks change in between annual fire inspections.

FURNACES / HOT WATER HEATERS / ELECTRICAL PANELS

A minimum of a 36-in. clearance is required in front of this equipment to not only make it accessible, but also to minimize the potential of combustibles being too close. These areas should never be used for storage.



ADDITIONAL BEST PRACTICES

- Use extension cords only as a temporary means of supplying electricity.
- Use approved smoking receptacles.
- Keep exit hallways free of clutter.
- Use of portable heating devices should follow manufacturer's instructions.
- Always make sure there is an updated key in the Knox Box.

BE PREPARED

- Learn CPR & how to use a fire extinguisher.
- Know how to be alerted for hazardous weather.
- Avoid blocking exits.
- Know two ways out of your work/area building.
- Practice your evacuation plan.

UNDERSTANDING THE RESULTS

The Flossmoor Fire Inspector is there to assist you in making your business safer and comply with the adopted fire codes. The inspector is prepared to explain the reason for the violation and best practices on how to comply. Any noted violations — unless identified as an imminent life-safety hazard — will be given 30 days to comply. A reinspection will occur after the 30 days.