

Apartment Fire Safety Walk-Through Checklist

A visual-condition checklist for common areas and building management follow-up.

USE THIS AS A PRACTICAL VISUAL / MANAGEMENT CHECK

Visual checks do not replace required inspection, testing or maintenance by qualified persons.

DURING THE WALK-THROUGH

- ☐ Exit routes, stairs and corridors appear clear of storage and obstructions.
- ☐ Exit doors are not blocked and required locking arrangements have not been altered.
- ☐ Required fire doors are not damaged, blocked or improperly held open.
- ☐ Portable extinguishers and other fire-protection equipment are visible and accessible where applicable.
- ☐ Fire-alarm pull stations, annunciators/panels and notification appliances are not obviously blocked or damaged.
- ☐ Sprinkler/standpipe valves, hose cabinets and fire department connections are accessible where applicable.
- ☐ Electrical/service rooms are not being used for improper combustible storage.
- ☐ Waste, recycling and combustible storage are controlled in designated areas.
- ☐ No obvious damage, leakage, tampering or unusual conditions are observed around fire/life-safety equipment.

FOLLOW-UP

- ☐ Record the deficiency and exact location.
- ☐ Correct simple housekeeping issues when safe and within assigned duties.
- ☐ Report equipment/system deficiencies to the appropriate manager or qualified service provider.
- ☐ Apply impairment/fire-watch procedures when required.
- ☐ Verify the deficiency is closed and update records.