**EAST LAKE TARPON**

**BOARD OF FIRE COMMISSIONERS Randy Burr Jim Dalrymple Kevin Kenney Tom McQueen David J. Root**

**SPECIAL FIRE CONTROL DISTRICT**

**3375 Tarpon Lake Blvd.**

 **Palm Harbor, FL 34685**

**727-784-8668 fax: 727-474-5830**

**www.elfr.org**

**MONTHLY FACILITY SAFETY INSPECTION**

Month: Station: Members present:

**ELECTRICAL/GAS:**

**Generator:**

|  |  |
| --- | --- |
| Leaks |  |
| Gauges |  |
| Wiring |  |
| Fluids |  |
| Block Heater |  |
| Test Cycle |  |
| General Appearance |  |

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| Additional Comments: |
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**Bay Doors:**

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| Note any concerns: |
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**Breakers and Outlets**: Check all outlets. Test GFI’s, check to see if any outlet is worn or not functioning.

**Water Heater:**  Any leaks? Does water get hot in appropriate time? General maintenance needed (flushing)?

**Air Conditioner:** Performing properly? Last scheduled maintenance (filters)?

**Dryer:** Is dryer drying clothes? Clean out vent twice a year.

**Oven:** Heating properly?

**Check all of the following to see if operating properly:**

* Lights
* Refrigerator
* Microwave
* Ceiling fans
* Phones
* Computers
* Coffee makers
* Grills
* Televisions

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| List any deficiencies found: |
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**Plumbing:**

* Toilets and urinals are working appropriately and not leaking?
* Spigots are easy to turn and not leaking?
* Faucets are functioning properly with no leaking.
* No leaks from the following; dishwasher, washer machine, and water softener connections? No leaks from under sinks or from disposals?
* Ice machine is working properly.

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| Please record any findings: |
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**Miscellaneous Housekeeping: Interior**

Check flooring (carpet or tile), walls, ceilings, windows, and doors for any concerns.

* Replace flooring?
* Paint walls, ceilings, or doors?
* Any caulking needed in bathroom, kitchen, or around windows?
* Apparatus bay?
* Bedrooms and bedding ok?
* Storage?

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| Notes: |
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**Exterior:**

Walk around entire station, picking up all trash, pulling weeds, and looking for any concerns like:

* Painting
* Lighting
* Mold-mildew
* Gutters and drainage
* Roof and soffit condition

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| Notes: |
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