

# FIRE EXTINGUISHER MONTHLY CHECKLIST

It is important to inspect your fire extinguishers regularly to ensure they are in good working order in the event of an emergency. Use these questions as a guide to giving your extinguishers a monthly "QUICK CHECK".

**HAVE  
YOU  
CHECKED  
YOUR  
TAGS  
LATELY?**

- Is your extinguisher located in a designated place?
- Is there any obstruction to access or visibility?
- Is the pressure gauge reading or indicator in the operable range or position?
- Are there any broken or missing safety seals?
- Has the check pin been damaged or bent?
- Have you checked the fullness by lifting or hefting the device?
- Have you inverted the extinguisher? Be sure to shake or lightly tap with a mallet to "loosen" the powder or chemical.
- Have you verified that the operating instruction on nameplates are legible and face outward?
- Have you examined for obvious physical damage corrosion, leakage, or a clogged nozzle?
- Have you checked the condition of tires, wheels, carriage, hose and nozzle for any wheeled extinguishers?
- Is the inspection tag up to date?
- Did you initial and date the back of the tag this month?

**FOR INFORMATION ON OUR FIRE SERVICES, VISIT  
[WWW.HANESSUPPLY.COM/FIRE-EXTINGUISHER-SERVICES](http://WWW.HANESSUPPLY.COM/FIRE-EXTINGUISHER-SERVICES)**



**BUFFALO/HEADQUARTERS** 55 James E. Casey Dr, Buffalo, NY 14206 **716.826.2636**  
**ROCHESTER** 20 Jetview Dr, Rochester, NY 14624 **585.235.0160**  
**SYRACUSE** 6181 Thompson Rd STE 500A, Syracuse, NY 13206 **315.299.4114**  
**WATERTOWN** 22432 US Route 11, Watertown, NY 13601 **315.782.8247**

**ALBANY** 156 Railroad Ave Albany, NY 12205 **518.438.0139**  
**CONNECTICUT** 1 Shoreline Dr, Ste 6, Guilford, CT 06437 **203.481.3469**  
**CAROLINAS** 4350 Thermal Ave, Midland, NC 28107 **704.220.1779**  
**ONLINE** [www.hanessupply.com](http://www.hanessupply.com)