

Local Detention Facilities Inspection Checklist

IBC 308.4 Group I-3	Inhabited by 5 or more people who are under restraint or security
IBC 308.4.2	Free movement inside building. Egress to exits locked
Use Condition 2	
IBC 308.4.3	Free movement inside. Egress is controlled release locks to exit
Use Condition 3	
IBC 308.4.4	Free movement restricted. Remote control release to permit movement within facility
Use Condition 4	
IBC 308.4.5	Free movement is restricted. Staff-controlled manual release is provided to permit
Use Condition 5	movement within facility

Fire and Life Safety

	Code
_____ New and existing buildings shall have address numbers and building numbers posted legibly and visibly	IFC 505.1
_____ An approved Fire and Life Safety and Evacuation Plan shall be prepared and maintained	IFC 404.2 (5)
_____ Employees trained in fire emergency procedures	IFC 406.1
_____ Employees trained in proper use of portable fire extinguishers and manual fire suppression	IFC 408.7.1
_____ I-3 shall have 24 hour staffing use condition 3, 4 & 5 staff can start release of locks in case of emergency within 2 minutes of an alarm.	IFC 408.7.2
_____ Keys necessary for unlocking doors in a means of egress shall be individually identifiable by both touch and sight.	IFC 408.7.4
_____ Portable unvented heaters are prohibited	IFC 603.4
_____ Power operated sliding doors or power operated locks for swinging doors shall be operated at the door by manual release, emergency power, or remote mechanical	IFC 604.2.17
_____ Wastebaskets shall be made of non-combustible materials.	IFC 808.1
_____ Natural cut trees are prohibited (Christmas Trees)	IFC 806.1.1

SMOKING

_____	Smoking prohibited unless in approved designated areas.	IFC 310.2
_____	A posted "No Smoking" sign shall not be obscured, removed, defaced, mutilated, or destroyed	IFC 310.4
_____	Smoking shall not be permitted where "No Smoking" signs are posted	IFC 310.7
_____	Lighted matches, cigarettes, cigars or other burning objects shall not be discarded in such a manner that could cause ignition.	IFC 310.7

Fire Apparatus Access Roads

_____	Fire apparatus access shall not be obstructed and shall be maintained	IFC 503.4
_____	Fire apparatus access roads shall be 20 feet wide and 13 feet 6 inches clear vertical clearance	IFC 503.2.1
_____	Security gates shall be maintained and approved for emergency operations	IFC 503.6
_____	Dead end fire apparatus access roads in excess of 150 feet in length shall be provided with an approved area for turning around.	IFC 503.2.5
_____	Pictorial Diagram in Code	IFC Appendix D

Fire Department Connections

_____	FDC shall be installed in accordance with NFPA standards applicable to the design.	IFC 912.1
_____	The location of the FDC shall be approved	IFC 912.2
_____	FDC shall be located on the street side of buildings fully visible	IFC 912.2.1
_____	Where FDC is not visible, a sign may be provided to direct to location (Letters FDC 6 inches tall)	IFC 912.2.2
_____	FDC shall be maintained to provide 3 feet of unobstructed clearance at all times	IFC 912.3
_____	FDC shall be maintained and tested as per NFPA 25	IFC 912.6

Fire Hydrants

_____	Fire Hydrants shall be provided within 400 feet of the exterior of the building	IFC 508.5.1
_____	Approved water supply capable of supplying the required flow shall be provided	IFC 508.1
_____	Fire hydrants shall remain unobstructed	IFC 508.5.4
_____	3 feet of clearance shall be maintained around fire hydrants	IFC 508.5.5

Sprinklers and Standpipes

Fire standpipes and fire protection shall be maintained operable at all times	IFC 901.6
Records of all inspection and tests shall be maintained and made available upon request	IFC 901.6.2
Tampering with equipment is prohibited	IFC 901.8
An automatic sprinkler system is required through building	IFC 903.2.5
Valves controlling water supplies shall be supervised in the open position	IFC 905.9
Signs shall identify automatic sprinklers, standpipes, and test connections	IFC 912.4
Class 3 standpipe per NFPA 14 is required in facilities exceeding 50 feet in height and 2 or more stories high	IFC 905.3.1
Facilities with standpipes have FDC located as per NFPA 14	IFC 912.2
Sprinkler system installed as per NFPA 13	SCRR 71-8306.4(A)1
Inspection, Testing, Per Table 901.6.1	IFC 901.6

Electrical

Extension cords shall not be used as permanent wiring	IFC 605.5
A working space of not less than 30 inches in width, 36 inches in depth, and 78 inches in height shall be maintained in front of electrical service equipment.	IFC 605.3
Unfused multi-plug adapters are prohibited, must be surge protector type	IFC 605.4
Doors into electrical control panel rooms should be clearly marked "Electrical Room"	IFC 605.3.1
Open junction boxes and open-wired slices are prohibited. Approved covers shall be provided for all switch and electrical outlet boxes.	IFC 605.6
Exit and Exit access doors shall be marked with approved exit signs	IFC 1011.1
Exit signs shall be internally or externally illuminated	IFC 1011.2
GFCI applications for electrical outlets	NEC 210.7
Electrical service disconnects shall not be installed in bathrooms	NEC 230.70.2
Every disconnect shall be legibly marked to identify its purpose	NEC 110.22
Receptacles, connectors, and attachment plugs shall be listed grounding type for 15 or 20 AMPS.	NEC 406.3
Circuits that supply equipment classified as emergency a source are required to supply power in the event of loss of power	NEC 700.18
Exit signs are not required in sleeping room areas of I-3	IFC 1011.1 ex. 4
Illumination of exit signs	IFC 1011.5.3
Emergency lighting installed outside of each exterior exit door	IFC 1006.3(5)

Fire Extinguishers

See Size and distribution table	IFC 906.3
Fire extinguishers shall be installed in a conspicuous location and readily available	IFC 906.5
Fire extinguishers shall not be obstructed or obscured	IFC 906.6
Portable fire extinguishers not stored in cabinets shall be installed on hangers or brackets	IFC 906.7
Fire extinguishers not weighing over 40 lbs. shall be located so its top is no more than 5 feet above the floor. Extinguishers over 40 lbs. shall be no more than 3.5 feet above the floor.	IFC 906.9
Portable fire extinguishers shall be installed within 30 feet of commercial cooling equipment	IFC 906.1 (2)
Cooking equipment involving vegetable or animal oil shall have a Class K fire extinguisher	IFC 904.11.5
Portable fire extinguishers shall be maintained as a fully charge and operational and be kept in their designated place at all times	NFPA 10 6.1.2
Shall be conspicuously located and readily accessible	NFPA 10 6.1.3.1
Existing dry chemical extinguishes without a Class K listing that were installed for the protection of Class K hazards shall be replaced with a Class K listed extinguisher.	NFPA 10 5.5.5.4
Portable fire extinguishers shall be installed by the guidelines of this code and	NFPA 10 4.1.1
Extinguishers shall be installed to travel distance to Table 6.2.1.4	NFPA 10 6.2.1.2
See Table for fire extinguisher size and placement	NFPA 10 6.2.1.1
Extinguishers shall be inspected when initially placed into service and 30 day intervals thereafter	NFPA 10 7.2.1.1 & 7.2.1.2
Records for all extinguishers shall be maintained	NFPA 10 7.2.4.4
Monthly inspections require the initials of the inspector	NFPA 10 7.2.4.3
Extinguishers shall be subjected to maintenance annually	NFPA 10 7.3.1.1.1
Extinguishers shall be subjected to hydrostatic testing and maintenance every 6 years	NFPA 10 7.3.3.1
Every extinguisher shall have a tag indicating the dates service was performed and the tag must be firmly attached to the extinguisher	NFPA 10 7.3.3.1
See fire extinguisher requirement	IFC 906.8.2

Fire Walls and Doors

Openings shall be maintained in accordance with NFPA 80	IFC 703.2
Horizontal and vertical sliding and rolling fire doors shall be inspected/tested annually	IFC 703.4
Means of egress shall be maintained with no obstructions	IFC1003.6
Door openings to sleeping rooms of I-3 shall have a clear width of 28 inches.	IFC 1008.1.1 ex.2

_____	Corridors shall be fire resistance rated in accordance with Table 1017.1	IFC T 1017.1
	Fire Alarms	
_____	Group I-3 occupancies shall be equipped with manual and automatic fire alarm systems	IFC 907.2.6
_____	Manual pull stations shall be located not more than 5 feet from entrance. Additional pull stations not to exceed 200 feet.	IFC 907.4.1
_____	Height of pull stations should be minimum 42 inches and maximum 48 inches vertically from floor.	IFC 907.4.2
_____	After installation all components tested as per NFPA 72	IFC 907.17
_____	Documentation verifying system is compliant with NFPA 72 shall be provided	IFC 907.18
_____	Inspection, testing, and maintenance as per NFPA 72 Chapter 10 2002 edition	IFC 907.20
_____	Smoke Alarms installed in areas, Read exceptions (1), (2), & (3)	IFC 907.2.6.3.3
_____	Building owner is responsible for maintaining fire alarm system in operable condition.	IFC 901.6
_____	Fire alarm system shall be maintained at all times; repaired or replaced when defective	IFC 901.6
_____	Audible alarm notification for fire systems shall be distinctive from other appliances	NFPA 72 4.4.3.6.1
_____	Pull stations shall be a minimum of 3.5 feet from the floor and not more than 4.5 feet above the floor.	NFPA 72 5.12.4
_____	Manual fire pull station shall be contrasting color to background	NFPA 72 5.13.4
_____	Manual fire pull stations shall be located a maximum of 5 feet from each exit doorway	NFPA 72 5.13.6
_____	Inspecting, testing, and maintenance	NFPA 72 Chapter 10

Housekeeping

_____	Upholstered Furniture and Mattresses	IFC 805
_____	Storage should be neatly placed away from heaters to prevent ignition	IFC 315.2
_____	Storage should be 2 feet away from ceiling if no sprinkler and 18 inches from sprinkler heads	IFC 315.2.1
_____	Combustible items shall not be stored in exits or exit enclosures	IFC 315.2.2
_____	Combustible materials shall not be stored in boiler rooms, mechanical rooms, or electrical rooms	IFC 315.2.3
_____	Weeds, grass, vines or other growth that is capable of being ignited shall be removed	IFC 304.1.2
_____	LP Gas containers shall be located outside of building	NFPA 58 Ch. 8
_____	Fire department should be immediately notified of an fire at facility	SCRR 71-8306.3(A)
_____	Fire department should conduct pre-fire plan in writing	SCRR 71-8306.5(A)(2)
_____	State Fire Marshal notified within 24 hours of all fires at facility	SCRR 71-8306.3(B)
_____	Fire escape plan shall be posted through entire facility	IFC 404.2(5)

Commercial Kitchen Hoods

_____	A Type I hood shall be installed above all commercial food heat processing appliances that produce grease vapors or smoke.	IFC 609.2
_____	Automatic fire extinguishing systems shall be serviced every 6 months	IFC 904.11.6.4
_____	The activation of fire suppression system shall automatically shut down the fuel or electric power supply to cooking equipment.	IFC 904.11.2
_____	A manual activation device shall be located at or near a means of egress from the cooking area and a minimum of 10 feet away and maximum of 20 feet from the kitchen exhaust system.	IFC 904.11.1
_____	Hoods, grease removal, fans, and ducts shall be cleaned to prevent grease accumulation	IFC 904.11.6.3
_____	Cooking equipment used in the process of producing smoke or grease laden vapors shall be equipped with exhaust system that complies with this standard.	NFPA 96.4.1.1
_____	Mesh filters shall not be used	NFPA 96 6.1.3
_____	Grease drip trays shall be kept to minimal size needed to collect grease	NFPA 96.6.2.4.2
_____	Grease drip trays shall be pitched to drain into enclosed metal container not to exceed 1 gallon capacity	NFPA 96..6.2.4.3
_____	Access panel opening shall be provided for servicing	NFPA 96 7.3.5
_____	Ducts shall not pass through fire walls	NFPA 96 7.1.1
_____	A sign shall be placed on all access panels stating the following: "Access Panel Do Not Obstruct"	NFPA 96.7.1.6
_____	Dampers shall not be installed in exhaust ducts or exhaust systems	NFPA 96 9.1.1
_____	Upon activation of any fire extinguishing system for cooking operation, all sources of fuel and electrical power to cooking equipment shall automatically shut off	NFPA 96 10.4.1

_____	Any gas appliance that is under ventilation equipment shall shut off automatically upon activation of extinguishing system	NFPA 96 10.4.3
_____	Shut off devices shall require manual reset	NFPA 96 10.4.4
_____	Manual activation device shall be located between 42 inches and 48 inches from the floor in the path of egress and clearly identified.	NFPA 96 10.5.1
_____	Activation shall activate building fire alarm system	NFPA 96 10.6.2
_____	Where electrical power is required to operate the automatic fire extinguishing system, it shall be monitored by a supervisory alarm, with standby power provided	NFPA 96 10.7.1
_____	Portable fire extinguishers shall be installed in kitchens and cooking areas in accordance with NFPA 10	NFPA 96 10.10.1
_____	Class B gas type portables shall not be used in kitchen cooking areas	NFPA 96 10.10.3
_____	Filter equipped exhaust system shall not operate with filters removed	NFPA 96 11.1.2
_____	Cooking equipment shall not be operated while fire extinguishing system is non-operational or impaired	NFPA 96 11.1.6
_____	Inspections shall made every 6 months by properly trained and qualified persons	NFPA 96 11.2.1
_____	Fusible links shall be changed every six months or as required by manufacturer	NFPA 96 11.2.4
_____	All deep fat fryers shall be installed with at least 16 inches space between the fryer and surface flames of adjacent cooking equipment.	NFPA 96 12.1.2.4

Stairs and Ramps

_____	Exit stairs shall be enclosed by one hour fire resistant construction	IFC 704.2
_____	Enclosed stairways shall have a minimum clear width of 48 inches between handrails	IFC 1007.3
_____	Where means of egress from floors above and below converge at an intermediate level, the capacity of the means of egress from the point of convergences shall not be less than the sum of the two floors.	IFC 1004.5
_____	Horizontal projections (handrails serving stairs and ramps) are permitted to protrude 4.5 inches from the wall	IFC 1003..3.3
_____	Stairways shall have handrails on each side.	IFC 1009.10
_____	Handrail height shall remain uniform not less than 34" 38 inches	IFC 1012.2
_____	Fire escape stairs shall be permitted in existing buildings but shall not constitute more than 50% of the required exit capacity.	IFC 1027.16.1
_____	Opening within 10 feet of the escape stairs shall be protected by fire assemblies having a minimum of 3/4 hour fire resistance rating. If building is protected with a sprinkler opening, protection is not required.	IFC 1027.16.2