



**Fire Marshal's Office**  
**City of Perry**  
**Fire & Emergency Services Department**

## Mercantile Occupancies – Fire Safety Checklist

The fire exposures for mercantile occupancies vary based on the type of building construction, the size of the facility, the goods in storage, and the operations involved. The loss of life, equipment, stock, and buildings are the primary fire-loss concerns. The following information can assist in assessing the common fire hazards of mercantile occupancies.

	Yes	No	N/A
<b>Facility Design and Construction</b>			
Are there fire exposures from adjacent buildings or structures?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are access roads provided for buildings when any point of a building's exterior is located more than 150 ft (45.7 m) from a roadway?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are concealed spaces properly fire stopped, or otherwise protected?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are there fire exposures from adjacent buildings or structures?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are stairways, elevator shafts, or other vertical openings enclosed with fire walls or protected with approved automatic sprinkler systems?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do the walls separating the store from parking structures have a fire-resistance rating of not less than two hours?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are boiler rooms and storage rooms separated from each other and all other spaces by fire walls or fire barriers?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are aisles a minimum of 36-in (91-cm) wide, with at least one half of the fire exits accessible without traveling through checkout aisles?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
In retail areas, is the travel distance to a fire exit or a separate smoke compartment not more than 150 ft (46 m) or 250 ft (76.2 m) for areas protected by an automatic sprinkler system?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the travel distance to a fire exit or a separate smoke compartment, in warehouse areas, not more than 200 ft (61 m) or 400 ft (122 m) for areas protected by an automatic sprinkler system?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are fire exits readily accessible?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are furnishings and decorations fire-retardant?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### Building Services

Does the electrical system appear to be in good working condition?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the electrical system adequate to handle the expected loads?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are electrical systems where flammable liquids and aerosols are stored approved for Class I Division I locations?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is gas- and oil-fired equipment maintained according to the manufacturers' recommendations?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are air circulation systems designed to automatically shut down in the event of a fire?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is electrical equipment that is used in wet areas, such as restrooms and outside locations, provided with ground fault protection, including the use of isolated power supplies?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	<b>Yes</b>	<b>No</b>	<b>N/A</b>
--	------------	-----------	------------

### Fire Suppression and Alarm Systems

- |   |                          |                          |                          |
|---|--------------------------|--------------------------|--------------------------|
| Is the building protected by a fire alarm system that provides both manual and automatic initiation devices?  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Is a voice communication system installed to notify employees or customers of an emergency and provide directions, as necessary?  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Are fire suppression and alarm systems covered by maintenance and service contracts   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Are walk-in coolers equipped with a refrigerant leak detection system?  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Does the building have a sprinkler system that is installed and maintained in conformance with NFPA 13, <i>Standard for Installation of Sprinkler Systems</i> , published by the National Fire Protection Association (NFPA)? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Are commercial-grade ranges, fryers, and related equipment protected by automatic extinguishing system systems that are listed for the exposure?  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Is there a sufficient number of listed/approved portable fire extinguishers, and are they properly located, as required in NFPA 10, <i>Standard for Portable Fire Extinguishers</i> ?   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Are fire extinguishers properly maintained?   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Are employees trained in the use of portable fire extinguishers?  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

### Storage Practices

- |  |                          |                          |                          |
|--|--------------------------|--------------------------|--------------------------|
| Are commodities in storage segregated based on their hazard classification?  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Are accumulations of combustible materials, such as paper, cardboard, or waste paper, removed from storage areas on a daily basis?   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Are flammables stored in a protected area that is separated from the rest of the facility?   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Are flammable liquids stored in containers that are listed/approved for such use?  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Are corrosive liquids stored separately from flammables, either in corrosive liquids' cabinets or in a room specifically designed for that purpose?  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Are aerosols stored separately from flammable liquids?   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Are Level 2 and Level 3 aerosols stored in accordance with NFPA 30B, <i>Code for the Manufacture and Storage of Aerosol Products</i> ?   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Are refrigeration systems, having more than 110 lb (50 kg) of refrigerant, provided with signage that indicates the type of refrigerant used?  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Is equipment using gasoline or diesel fuel stored in a separate, detached building or in a room segregated from storage areas by fire walls or fire barriers and automatic closing fire doors? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

### Operations

- |  |                          |                          |                          |
|--|--------------------------|--------------------------|--------------------------|
| Is smoking allowed on the premises, and if so, is it restricted to certain areas?  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Are sales areas divided into groups of similar commodities with main egress aisles separating each commodity group?  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Is there at least a 36-in (91.4-cm) separation between ignition sources (e.g., heaters) and retail displays?   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Are displays limited to materials with a flame spread of 25 or less (Class A), in accordance with NFPA 701, <i>Standard Methods of Fire Tests for Flame-Resistant Textiles and Films</i> ? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

	<b>Yes</b>	<b>No</b>	<b>N/A</b>
Is the display of aerosols limited in accordance with NFPA 30B for mercantile occupancies?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are regular testing and maintenance of refrigeration control devices, exhausters, fans, circulation, and leak detection equipment performed by a qualified refrigeration service technician?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are compressors, fans, and circulation equipment used in freezers, coolers, and cold storage room's part of a regular cleaning and maintenance program?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is there a snack bar or cafeteria facilities? If yes, are they equipped with fire protection systems?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are cooking appliances inspected on a regular basis - at least annually?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are the types of powered industrial trucks used suitable for the commodities stored?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do employees check the exit doors and exit paths on a daily basis to ensure egress during an emergency?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are employees assigned to assist with the evacuation of customers?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### **Reduce Incendiarism and Arson**

Are all exterior areas of the business property illuminated?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are exterior doors and windows of the business property secured from unauthorized access?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does a fence protect the perimeter of the property?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is there a closed-circuit television (CCTV) system?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is there a guard patrol service?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### **For More Information Contact:**

**City of Perry Fire & Emergency Services**

**Fire Marshal's Office**

**478-988-2759**

The information contained in this publication was obtained from sources believed to be reliable. ISO Services, Inc., its companies and employees make no guarantee of results and assume no liability in connection with either the information herein contained or the safety suggestions herein made. Moreover, it cannot be assumed that every acceptable safety procedure is contained herein or that abnormal or unusual circumstances may not warrant or require further or additional procedure.