

## Portable Fire Extinguisher Monthly Inspection Record

**PURPOSE:** The monthly inspection of fire extinguishers provides a visual inspection of the condition of the extinguisher. The inspection is intended to give reasonable assurance that the fire extinguisher is available, fully charged and operable.

**INSTRUCTIONS:** Insert the fire extinguisher number across the top of the chart. Insert the date the inspection was performed next to the month. Indicate "OK" if no issues were identified or indicate "Needs Service" if an issue was identified. If an issue was identified insert a comment describing the issue. Refer to the portable fire extinguisher inspection procedures document for detailed instructions on how to perform the monthly fire extinguisher inspections. Use additional forms if necessary.

**FACILITY NAME:** \_\_\_\_\_

**INSPECTION YEAR:** \_\_\_\_\_

Fire Ext. # Date	Number:	Number:	Number:	Number:	Number:	Comments	Inspected By
Jan. _____							
Feb. _____							
Mar. _____							
Apr. _____							
May _____							
June _____							
July _____							
Aug. _____							
Sept. _____							
Oct. _____							
Nov. _____							
Dec. _____							