PRE-INCIDENT BUILDING SURVEY

Date of Assessment: __________________ Building Name: ______________________________________
Building Marshal Name: ______________________ Phone Ext: ______________________

1. APPROXIMATE BUILDING POPULATION (STUDENTS/FACULTY/STAFF)

Fall/Spring: ___________________________
Winter/Summer: _______________________

2. EXITS/EXIT ROUTES

☐ All exit routes are clear of any obstructions
☐ Exit routes are clearly marked (illuminated or reflective)
☐ All exit doors are unlocked from building interior and can be opened with ease

3. AREA OF REFUGE (NOT APPLICABLE IN ALL BUILDINGS)

☐ Building has an area of refuge
☐ Area of refuge is clear of any obstruction
☐ Clearly labeled “Area of Refuge” signage is present and in good condition
   Describe location/floor of area of refuge: ___________________________________________________

4. FIRE EXTINGUISHERS

☐ Minimum of 1 fire extinguisher on each building floor, and are located along paths of normal pedestrian flow (intuitive locations)
☐ No fire extinguishers are obstructed in any way
☐ Tamper indicator is not missing or broken, no signs of damage or leakage
☐ Operating instructions are clearly visible
   Number of fire extinguishers located in your building: ________________________________

5. EMERGENCY INFORMATION POSTER

☐ At least one current emergency information poster is located on each building floor
☐ All posters are in good condition
6. EVAC+CHAIR(S) (APPLICABLE IN MULTI-FLOOR BUILDINGS)

☐ All EVAC+CHAIRS in my building appear to be in good condition (mounted on wall with slip cover present and placard above chair)

Number of EVAC+CHAIRS located in your building: ____________________________

7. HAZARDOUS MATERIALS

☐ Hazardous materials are stored in my building

☐ Clearly visible signage/placards are present within 15-ft. of hazardous material storage or rooms where they are present/used (i.e. labs)

I am aware of the following hazardous materials stored/utilized in by building: ____________________________

8. CLASSROOM/OFFICE DOORS

☐ All classroom/office doors have the potential to lock from the inside

9. RALLY POINT

☐ I am aware of the location for my building/area’s rally point

ANY ADDITIONAL HAZARDS OBSERVED

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Please submit a copy of your completed survey to Allyson.Joy@csulb.edu