

# Self Inspection Guide for Winter Protection Against Fires and Freeze-Ups

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<b>Building and Structure and Equipment</b>		<b>Yes</b>	<b>No</b>
1.	Arrangements made for snow removal from driveways, roofs.	<input type="checkbox"/>	<input type="checkbox"/>
2.	Snow removal equipment in good condition.	<input type="checkbox"/>	<input type="checkbox"/>
3.	Idle water cooled air conditioning condensers drained, blown out and with antifreeze.	<input type="checkbox"/>	<input type="checkbox"/>
4.	Idle equipment (air tanks, lines, etc.) drained, lubricated as needed.	<input type="checkbox"/>	<input type="checkbox"/>
5.	Water cooled engines, pumps, compressors properly maintained.	<input type="checkbox"/>	<input type="checkbox"/>
6.	All openings, weather tight, insulation adequate, roof drains open.	<input type="checkbox"/>	<input type="checkbox"/>
7.	Vent lines on flammable liquid and other tanks open and protected from entry of rain or snow.	<input type="checkbox"/>	<input type="checkbox"/>
<b>Protective Systems</b>		<b>Yes</b>	<b>No</b>
8.	All areas with wet pipe sprinklers, dry pipe valve enclosures, and pump houses adequately heated.	<input type="checkbox"/>	<input type="checkbox"/>
9.	Cold weather (shut in winter) valves closed-follow up system to restore in sprain.	<input type="checkbox"/>	<input type="checkbox"/>
10.	Dry barrel fire hydrants pumped out, properly lubricated.	<input type="checkbox"/>	<input type="checkbox"/>
11.	Antifreeze solutions in systems checked for proper concentration.	<input type="checkbox"/>	<input type="checkbox"/>
12.	Water tank in good condition, properly heated, not leaking.	<input type="checkbox"/>	<input type="checkbox"/>
13.	Valve/meter pits dry and frost proof.	<input type="checkbox"/>	<input type="checkbox"/>
14.	Fire Department connection, fire pump hose headers and fire hose properly drained.	<input type="checkbox"/>	<input type="checkbox"/>
<b>Heating Equipment</b>		<b>Yes</b>	<b>No</b>
15.	Insulation on piping adequate/good condition to prevent freezing.	<input type="checkbox"/>	<input type="checkbox"/>
16.	All equipment in good repair and properly maintained.	<input type="checkbox"/>	<input type="checkbox"/>
17.	Chimneys, smoke pipes, and flues in good condition and cleaned.	<input type="checkbox"/>	<input type="checkbox"/>
18.	Adequate clearance to combustible building materials, stock, etc.	<input type="checkbox"/>	<input type="checkbox"/>



19.	Operating and safety controls checked according to manufacturers instructions.	<input type="checkbox"/>	<input type="checkbox"/>
<b>Temporary Heating Equipment</b>		<b>Yes</b>	<b>No</b>
20.	Salamanders and other open flame devices prohibited.	<input type="checkbox"/>	<input type="checkbox"/>
21.	All equipment listed by recognized testing lab and used in accordance with manufacturers instructions.	<input type="checkbox"/>	<input type="checkbox"/>
22.	Adequate clearance maintained to combustible floors, walls, ceilings and contents.	<input type="checkbox"/>	<input type="checkbox"/>
23.	Adequate fuel on hand and safely stored in listed containers.	<input type="checkbox"/>	<input type="checkbox"/>
24.	Backup equipment available-listed recognized test lab.	<input type="checkbox"/>	<input type="checkbox"/>
<b>Flammable Liquids</b>		<b>Yes</b>	<b>No</b>
25.	Ventilation and static electricity controls in place. (Increased static electricity/decreased ventilation worsen hazard in winter)	<input type="checkbox"/>	<input type="checkbox"/>
<b>Fire Extinguishers</b>		<b>Yes</b>	<b>No</b>
26.	All units properly charged and serviced.	<input type="checkbox"/>	<input type="checkbox"/>
27.	Water fire extinguishers protected from freeze-up.	<input type="checkbox"/>	<input type="checkbox"/>
28.	Antifreeze solutions (if used) at proper concentration.	<input type="checkbox"/>	<input type="checkbox"/>
<b>During Severe Winter Weather</b>		<b>Yes</b>	<b>No</b>
29.	Accumulations of ice, snow cleared from hydrants, driveways, sprinkler control valves, hose cabinets and other essential equipment to allow effective fire suppression.	<input type="checkbox"/>	<input type="checkbox"/>
30.	Prearranged impairment system followed for protective system failures (see Loss Control Data Guide F.13579 for details).	<input type="checkbox"/>	<input type="checkbox"/>
31.	Excessive snow loads removed from roofs to prevent collapse.	<input type="checkbox"/>	<input type="checkbox"/>
32.	Torches or open flame not used to thaw pipes.	<input type="checkbox"/>	<input type="checkbox"/>
33.	Building temperatures monitored frequently especially at night or on weekends during particularly cold weather.	<input type="checkbox"/>	<input type="checkbox"/>
<b>Woodburning Stoves / Kerosene Heaters</b>		<b>Yes</b>	<b>No</b>
34.	Adequate ventilation provided.	<input type="checkbox"/>	<input type="checkbox"/>
35.	Adequate clearance to combustibles.	<input type="checkbox"/>	<input type="checkbox"/>
36.	Used only in accordance with manufactures instructions.	<input type="checkbox"/>	<input type="checkbox"/>
<b>Building Insulation</b>		<b>Yes</b>	<b>No</b>
37.	Noncombustible covering, thermal barrier provided protect all new and existing plastic or foam insulation.	<input type="checkbox"/>	<input type="checkbox"/>

The loss prevention information and advice presented in this brochure are intended only to advise our insureds and their managers of a variety of methods and strategies based on generally accepted safe practices, for controlling potentially loss producing situations commonly occurring in business premises and/or operations. They are not intended to warrant that all potential hazards or conditions have been evaluated or can be controlled. They are not intended as an offer to write insurance coverage for such conditions or exposures, or to simply that Great American Insurance Company will write such coverage. The liability of Great American Insurance Company is limited to the specific terms, limits and conditions of the insurance policies issued.  
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