

## Closing Time Inspections Prevent Fires

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### The “locked-in” fire

Night and weekend “Locked-In” fires cause over 80% of all building and content fire damage. Delayed detection of a fire will result in extensive damage and possible total destruction to the business.

When your building is closed each night, weekends and holidays it is important to carefully check all potential fire hazards such as: discarded cigarettes, electrical systems, heating equipment, manufacturing processes and the storage and arrangement of flammable/combustible liquids.

### Self inspection program necessary

The majority of after business hour fires can be prevented by a well managed and carefully supervised closing time self inspection program.

*See Closing Time Self Inspection Report on following page.*

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**Closing Time Self Inspection Report**

Name of Company \_\_\_\_\_ Location \_\_\_\_\_

Inspected By \_\_\_\_\_ Week Ending \_\_\_\_\_

Check each item in the columns each night before locking up the building.  
Correct all unsatisfactory conditions before leaving.

**Mon. Tue. Wed. Thu. Fri. Sat. Sun.**

<b>Electrical System</b>	Motors, equipment clean and away from combustibles?							
<b>Air Conditioning</b>	Working OK, clean, clear and cool?							
<b>Heating System</b>	Heaters working OK? Temperature set correctly?							
<b>Smoking</b>	Cigarettes, matches extinguished in all areas?							
<b>Housekeeping</b>	Trash covered and removed from building each night?							
<b>Compressors</b>	All working OK? Clear of combustibles?							
<b>Flammable Liquids</b>	Safely stored in protected area. Containers covered?							
<b>Automatic Sprinklers</b>	Control valves open, alarms and water pressure OK?							
<b>Automatic Fire Alarms</b>	Complete system in full operation?							
<b>Security Alarms</b>	Burglary alarm systems in full operation?							
<b>Outside Flood Lights</b>	Are lights on? All working OK?							
<b>Exterior Doors And Windows</b>	Doors and windows closed and locked?							
<b>Special Extinguishing Systems</b>	All systems working and in service?							

Remarks and corrective action should be listed in this section: \_\_\_\_\_  
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 \_\_\_\_\_  
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The information presented in this publication is intended to provide guidance and is not intended as a legal interpretation of any federal, state or local laws, rules or regulations applicable to your business. The loss prevention information provided is intended only to assist policyholders in the management of potential loss producing conditions involving their premises and/or operations based on generally accepted safe practices. In providing such information, Great American does not warrant that all potential hazards or conditions have been evaluated or can be controlled. It is not intended as an offer to write insurance for such conditions or exposures. The liability of Great American Insurance Company and its affiliated insurers is limited to the terms, limits and conditions of the insurance policies underwritten by any of them.

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