



## Denison Fire Department Inspection Program

Courtesy of the

Denison Fire Department  
Office of the Fire Marshal  
700 W. Chestnut  
(903) 464-4427

This guide will provide general Fire Code information. Please use this as a reference for your business to make it as safe as possible.

The Fire Department may conduct random inspections of your business to ensure quality assurance of this program.

If you should require any assistance, please don't hesitate to contact the Fire Marshal at (903) 464-4427. Thank you for doing your part to make your business as safe as possible.

### REFERENCE INFORMATION:

**1. Address Requirements:** Address marking is required to be sized and colored in a way that makes it readily visible and legible from the street or road fronting the property. In addition, if your business has a back entrance along a driveway or alley, such as in a strip mall or shopping center, the address must be plainly visible on the back door. 4" minimum size.

**2. Driveways and Alleys.** Access roads into businesses must be kept clear of trash, debris, or other obstructions that can hinder access of emergency vehicles. Designated Fire Lanes must be kept clear of all vehicles at all times.

**3. Exiting and Egress Requirements.** Safe and effective means of evacuating a building in an emergency is critical. Hallways, corridors, stairways, exit aisles and doors must be kept unobstructed at all times.

**4. Exit Doors and Signs.** Exit doors with panic hardware must be maintained operational at all times. If the main exit door is provided with key-locking hardware as allowed by code, there must be a sign on the door stating "THIS DOOR MUST REMAIN UNLOCKED DURING BUSINESS HOURS". Letters must be at least 1" high and of a contrasting color. Exit signs must remain lit or illuminated at all times. Check them periodically to ensure the back-up power supply is operational.



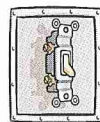
### **5. Electrical Panels and Fuse Boxes.**



Electrical panels and fuse boxes are required to be labeled as to the areas they serve, which allows for the quick isolation of power during emergencies. A 30" clearance must be maintained around panels and boxes for ease of access, and reduction of ignition sources in the event of electrical fires.

**6. Electrical Breakers.** Breaker switches are designed to automatically shut power down in the event of an electrical malfunction. Taping or other method to "hold" the circuit open alters the listing of the switch, and is illegal. Open slots must be filled.

### **7. Faceplates on Outlets and Light Switches.**



Faceplates are required to prevent accidental shock or short-circuiting of exposed wiring that can lead to injury or fire.

### **8. Extension Cords and Multi-Tap Outlets.**

Extension cords are for temporary use only, and may not be used in place of permanent wiring. They must be:



- Kept in good condition.
- Sufficiently sized to handle the power requirement.
- Plugged directly into an outlet.
- Have only one device at a time connected.

Listed Multi-tap outlets are allowed, but must be plugged directly into an outlet, equipped with a 15 amp internal breaker, and may not be piggybacked onto other multiple outlet devices.

### **9. Clearance of Combustible Materials.**

Combustible materials clearances:

- 18" from sprinkler heads
- 24" from the ceiling (unsprinklered bldgs).
- 30" from heat producing appliances (water heaters, electric panels, etc.)

**10. Oily Rags.** Under certain conditions, oil soaked rags are subject to spontaneous ignition. They must be stored in non-combustible containers equipped with self-closing lids. Oily rags should not be allowed to accumulate and overflow the container.

**11. Fire Extinguishers.** All businesses are required to have fire extinguishers with a minimum rating of 5# ABC, one for each 1500 sq ft of floor space. Extinguishers must be mounted near exits and along main paths of travel, no higher than 5 feet, readily visible and accessible to occupants and customers.



**12. Extinguisher Service Requirements:**

Fire extinguishers are required to be annually inspected and certified by licensed technicians. Look for a State Fire Marshal tag (either sticker or loose tag attached to the neck). This tag will indicate the day, month and year the extinguisher was serviced, and is good for one year after that date. You will also find the company contact information, and state license number.

**13. Fire Extinguisher Training:** At a minimum, new employees should receive training on location and general use of fire extinguishers, as well as annual refresher training for all existing employees.

**14. Fire Alarm Systems:** Property owners are responsible to ensure annual service and testing of fire alarm systems. Ensure test records are maintained on the property for a minimum of 2 years.



**15. Fire Sprinkler Systems:** Property owners are responsible for the annual service and testing of fire sprinkler systems. In addition, systems must have a 5 year certification test. Both inspections must be performed by a certified fire sprinkler technician.

**16. Minimizing Accumulated Waste:**

Excessive accumulation of combustible materials, such as boxes, old files, trash, etc., greatly increases the chance of fire. In addition, poor housekeeping can prevent you or your customers from safely evacuating the building in an emergency. Make sure to empty trash cans and remove other waste materials daily, and organize or minimize combustible storage (files, excess stock, etc.).

**17. Hazardous Materials:** Hazardous materials can be any form of chemical that causes harm to humans, animals, or the environment, even common household cleaners. Generally speaking, cleaning and other chemicals used for routine maintenance operations should be limited to a 30 day supply.



Make sure materials are properly stored per manufacturer's recommendations.

**Knox Box:** New businesses in Denison are required to have a rapid access "Knox" box security system that will securely hold keys for emergency entry. Contact the Fire Marshal for more information and guidance on this important requirement.

**Does your business require a Permit?** Typical small businesses and mercantile operations don't require permits. However, if one or more of following conditions exist in your business, you'll need to contact the Fire Marshal for information:

- If you store or use more than 5 gallons of flammable liquids on a daily basis
- If you store or use more than 10 gallons of combustible liquids on a daily basis
- If you store or use hazardous materials

**NOTE:** The above requirements are not all inclusive. Please contact the Fire Marshal if you require further guidance on the above information, (903) 464-4427

**THANK YOU!**

