



RHODE ISLAND DEPARTMENT OF PUBLIC SAFETY

State Fire Marshal

118 Parade Street, Providence RI 02909
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Colonel Brendan P. Doherty
Commissioner, Department of Public Safety
Superintendent, Rhode Island State Police

John E. Chartier, EFO
State Fire Marshal
Division of the State Fire Marshal

**ASSEMBLY OCCUPANCIES
SELF INSPECTION CHECKLIST GUIDELINE**

Business Name _____ Owner/Manager _____

Address _____

City _____

Name of person inspecting _____ Title _____

Date _____ Time of Inspection _____

Is there a certified Crowd Manager(s) on Duty & How many? _____ YES NO

Is the occupant load posted? YES NO

Did you play your safety announcement? YES NO

Is your emergency contact info available? YES NO

Do you have adequate staffing? YES NO

Does your staff know their jobs incase an emergency arises? YES NO

Regarding EXITS:

- Exit signs are visible and available YES NO

- Are free of any type of OBSTRUCTIONS YES NO

- Exterior exit passageway are clear to a public way YES NO

- All EXIT DOORS can be easily opened from inside YES NO

- Are there designated aisles passageways? YES NO

- Are your aisle passageways wide enough? (min. of 36" or 44" wide) YES NO

- Are aisles clear and not blocked? YES NO

Do your emergency lights work? YES NO

Are all portable fire extinguishers visible and ready for use? YES NO

Is your fire alarm system panel displaying a green power-on light? YES NO

