

Common Fire Code Violations

During inspections, if any of the below violations (or other hazards) are found, enter a work order for the appropriate shop/area.

Finding Type	Explanation of Violation
Alarm: Devices	<ul style="list-style-type: none"> • Sounders, strobes, etc. must always be in working order.
Alarm: Pull Station (access)	<ul style="list-style-type: none"> • Must always be accessible. Nothing can block them.
Alarm: Pull Station (modified)	<ul style="list-style-type: none"> • Cannot be modified. Including, but not limited, to removing covers or steps to activate.
Break in Fire-Rated Construction	<ul style="list-style-type: none"> • Must not have a hole, gap, penetration, or other break. • Often found in the wall or around a pipe, conduit, duct, etc.
Ceiling	<ul style="list-style-type: none"> • Nothing (e.g. decor, signs, etc.) can be attached to the ceiling.
Ceiling Tile: Damaged, Missing, etc.	<ul style="list-style-type: none"> • All ceiling tiles must be in place, to contain heat, smoke, and fire. They cannot be missing, damaged, or have large holes. • Stained tiles could be a sign of a water leak.
Ceiling: Clear Space (storage too high)	<ul style="list-style-type: none"> • In areas with sprinklers, clear space of 18-in from the level of the heads is required. • In areas without sprinklers, clear space of 24-in from the ceiling is required.
Compressed Gas Cylinder	<ul style="list-style-type: none"> • Must be secured, to prevent it from falling. • Must have the valve cap in place when not connected and while moving it.
Detectors: Heat, Smoke, Oxygen, CO, etc.	<ul style="list-style-type: none"> • Must never be covered. This could prevent it from properly activating if there is a hazardous condition. • Must be properly installed. They cannot hang down or have a gap.
Door: Blocked	<ul style="list-style-type: none"> • Egress routes, including doors, must always be accessible and kept clear to avoid delays during evacuation or response.
Door: Closer	<ul style="list-style-type: none"> • Fire-rated doors must be able to completely close and latch from any spot, without assistance.
Door: Damaged	<ul style="list-style-type: none"> • Fire-rated doors must be maintained in good condition, with no damage. • Examples: hole, delaminating, missing parts, etc.
Door: Fire Label	<ul style="list-style-type: none"> • Fire-rated doors (and frames) require a "fire rating label" that is readable. • Labels cannot be painted.
Door: Held Open	<ul style="list-style-type: none"> • Fire-rated doors must always be kept closed and cannot be propped/held open.

Finding Type	Explanation of Violation
Egress Route: Hazards (trip, etc.)	<ul style="list-style-type: none"> • Could result in injuries and/or a delay during an evacuation or response.
Egress Route: Obstructed	<ul style="list-style-type: none"> • Must always be accessible (not blocked) to avoid delays during evacuation or response. • Exterior (by doors): vegetation, equip., etc. • Interior (stairways, halls, spaces, etc.): storage, equip., etc.
Electrical: Aisle Lighting	<ul style="list-style-type: none"> • Could be part of the emergency lighting system, and must always be working. • Illuminates stairs, walkways, etc.
Electrical: "Daisy chaining"	<ul style="list-style-type: none"> • Power strips and extension cords may only be plugged directly into a wall outlet. Neither can be plugged into anything else, such as another power strip or extension cord- this is called "Daisy-chaining".
Electrical: Emergency Light	<ul style="list-style-type: none"> • The emergency lighting system must always be working, and not be too dim. • Use the "Test" button and confirm it stays on for at least 30-seconds.
Electrical: Exit Sign	<ul style="list-style-type: none"> • Must always be illuminated. • Must be bright enough to be seen, and not be too dim. • Must remain illuminated without building power. <ul style="list-style-type: none"> ▪ Use the "Test" button and confirm it stays on for at least 30-seconds.
Electrical: Exposed Wires, Open Junction Box	<ul style="list-style-type: none"> • Electrical wires must have their connections and ends within a closed junction box, or similar. • Out of service wires should be removed to avoid confusion.
Electrical: Extension Cord (has <i>ONLY 1 outlet</i>)	<ul style="list-style-type: none"> • May ONLY be plugged in if the room is occupied, otherwise the extension cords MUST be unplugged every time the room is empty. Alternatives: a protected power strip or requesting a new electrical outlet through Facilities. • They are not designed for permanent use.
Electrical: Panel (access)	<ul style="list-style-type: none"> • Access to electrical equipment (e.g. panels, etc.) must be kept clear a minimum of 36-in.
Electrical: Panel (door)	<ul style="list-style-type: none"> • Electrical panel doors must be able to stay closed.
Electrical: Panel (missing breaker / blank)	<ul style="list-style-type: none"> • Must not have open slots or missing breakers. <ul style="list-style-type: none"> ▪ A "blank" is allowed.
Electrical: Unprotected Power Strip (has <i>more than 1 outlet, with or without a cord</i>)	<ul style="list-style-type: none"> • Prohibited, because they allow multiple cords to be plugged into a single outlet without offering over-current protection. • They do NOT have a "Reset" switch. <ul style="list-style-type: none"> ▪ An "On/Off" switch is different and is generally not acceptable.

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Finding Type	Explanation of Violation
Excessive Rubbish	<ul style="list-style-type: none"> An excessive amount of rubbish, debris, trash, and similar items is a fire hazard.
Excessive Storage	<ul style="list-style-type: none"> An excessive amount of storage (generally combustible or flammable) is a fire hazard.
Fire Extinguisher: Access	<ul style="list-style-type: none"> Must always be accessible, and within easy reach. Nothing can block them (even it can be easily moved).
Fire Extinguisher: General	<ul style="list-style-type: none"> Must be current <ul style="list-style-type: none"> Check that the tag year and punched month are within 12-months. Must be in good condition (no excessive rust, no large dents, etc.). Cannot be overcharged or discharged. Must have the plastic tamper seal in place (this holds the pin in). Must be mounted (in a cabinet or on the wall), and not sitting on the floor, table, etc.
Fire Extinguisher: Missing	<ul style="list-style-type: none"> Must be in its designated place. Can never be "borrowed" for another area.
Handrail: Loose, Damaged, Out of Compliance, etc.	<ul style="list-style-type: none"> Must be secure and in good condition. Allow a person to keep a grasp on it (i.e. nothing gets in the way of their hand).
Handrail: Missing	<ul style="list-style-type: none"> Required if there are 3 or more risers. Required on both sides if stairs are wider than 66-in.
HVAC Duct: Register/Duct	<ul style="list-style-type: none"> Cannot have a build-up of dust or other waste material. <ul style="list-style-type: none"> On the register, or within the duct
Improper Storage of Flammables or Combustibles	<ul style="list-style-type: none"> Flammables and combustibles must be stored in a flammable cabinet. The cabinet door(s) must be self-closing and have a 3-point latch.
Portable Space Heater (Electric)	<ul style="list-style-type: none"> Must be unplugged when no one is present. Can only be plugged into a wall outlet. <ul style="list-style-type: none"> NEVER plugged into an extension cord or any power strip. Must be provided by TCNJ (no one may bring a heater to campus). Non-electric heaters are prohibited inside.
Signage: Fire Alarm Panel	<ul style="list-style-type: none"> The room with the Fire Alarm Panel must have a sign identifying it as such.
Signage: Occupant Load <i>Enter Mid-Year Request, not a work order</i>	<ul style="list-style-type: none"> Certain rooms may be required to have a posted Occupant Load sign. These rooms are determined by (but are not limited to): <ul style="list-style-type: none"> The use of the room. A room with more than one door. A large room with only one door (to indicate it's limited to 49 people).
Signage: Truss	<ul style="list-style-type: none"> Buildings with a truss roof or ceilings must be identified at the entrance with a sign.

Finding Type	Explanation of Violation
Sprinkler Head: Corroded, Painted, etc.	<ul style="list-style-type: none"> Must be free of corrosion, paint, spackle, dust ("loaded"), and anything else that could prevent proper operation.
Sprinkler Head: Decorative Trim Cover	<ul style="list-style-type: none"> Must be installed and flush to the ceiling. Must be free of paint, spackle, tape or anything else that could prevent proper operation.
Sprinkler Head: Escutcheon Plate	<ul style="list-style-type: none"> Must be installed and flush to the ceiling or wall.
Sprinkler System: Items Hanging from Equipment	<ul style="list-style-type: none"> Sprinkler devices and pipes must never have anything attached to and/or hanging from it.
Suppression Sys.: FDC (access)	<ul style="list-style-type: none"> Fire Department Connections (FDC) must always be accessible. <ul style="list-style-type: none"> They require at clear space of 3-ft wide and about 7-ft high. They must be free of vegetation, snow, equipment, debris, etc.
Suppression Sys.: FDC (cap)	<ul style="list-style-type: none"> Fire Department Connections (FDC) require caps to be properly installed, and not broken.
Suppression Sys.: FDC (signs)	<ul style="list-style-type: none"> Fire Department Connections (FDC) require multiple signs: <ul style="list-style-type: none"> Location sign: "FDC" (6-in letters). System sign: metal "Auto Sprinkler" and/or "Standpipe". Fire Pump Test Header requires a "Fire Pump Test Header" sign.
Suppression Sys.: Hydraulic Placard	<ul style="list-style-type: none"> Required for each sprinkler system. Must be hydraulically calculated.
Suppression Sys.: Spare Equipment Box	<ul style="list-style-type: none"> Must contain: <ul style="list-style-type: none"> Sufficient # of spare sprinkler heads (see hydraulic placard) A wrench to install each type of spare sprinkler head in the building
Suppression Sys.: Standpipe Tag	<ul style="list-style-type: none"> Must be current (dated within 12-months). Located at every standpipe connection.
Trash Chute: Hatch or Door	<ul style="list-style-type: none"> Must completely close automatically.

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