

SEATTLE FIRE DEPARTMENT FIRE PREVENTION DIVISION SECURITY PERSONNEL FIRE SAFETY GUIDELINES

The below guidelines do not encompass all the requirements for Fire Code Compliance.

Occupancy Load	
	*What is the current Occupancy Load? (Occupancy load includes – all owners, staff, security, entertainment [band members, DJ's], patrons etc.)
	What is the Occupancy Load rating for the facility?
	Is it over the Occupancy Load?
Egress	
	Where are the Exits?
	*Are the pathway to the Exits clear and wide enough?
	*Do Exit doors easily open with 15 Lbs. of pressure or less?
	*Is the Exit pathway from the exit to the public way clear?
	Do all the emergency lighting units work properly?
	Are there normal pathway lights on outside of the exit door?
Fire and Life Safety Systems	
	*Is the Fire Alarm System working properly? Has it been tested in the last 12 months?
	*Is the Automatic Sprinkler System working Properly? Has it been tested in the last 12 months?
	*Is the Range Hood Fire Protection System working properly? Has it been tested in the last 6 months?
	Where are the Fire Extinguishers located, and are they fully charged?
Location	
	Is the address clearly marked on the build?
	Is the main door clear of people and stanchions?
	If stanchions are used at the front entrance, who moves them out of way in an emergency?
	When closing business, do you guide patrons out of exit other than the front door?
	Where is the emergency evacuation meeting place outside of the business?
Communication	
	How do you signal other security personnel when there is a problem? Does that system work well?
	Do you use small bright flash lights to signal personnel and patrons? Batteries fully charged?
	If you use radios are they functioning and fully charged? Do they have ear mics?
Hazards	
	*Does the establishment use pyrotechnics inside the facility?
	Are compress gas tanks secured to a wall or post?
	Are candles located away from combustibile materials?
	Are electrical cords and cables out of the way and not creating a tripping hazard?

*These items may cause the immediate shut down of a facility and revocation of SFD "Assembly Permit".

If you have questions regarding above items, contact the Lieutenant Keith Wyatt in the SFD, Fire Prevention Division, Compliance Unit, (206) 386-1345.