Mercantile Occupancies – Fire Safety Checklist

The fire exposures for mercantile occupancies vary based on the type of building construction, the size of the facility, the goods in storage, and the operations involved. The loss of life, equipment, stock, and buildings are the primary fire-loss concerns. The following information can assist in assessing the common fire hazards of mercantile occupancies.

<table>
<thead>
<tr>
<th>Facility Design and Construction</th>
<th>Yes</th>
<th>No</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>Are there fire exposures from adjacent buildings or structures?</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Are access roads provided for buildings when any point of a building’s exterior is located more than 150 ft (45.7 m) from a roadway?</td>
<td>☐</td>
<td>☐</td>
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<tr>
<td>Are concealed spaces properly fire stopped, or otherwise protected?</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
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<td>Are there fire exposures from adjacent buildings or structures?</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
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<tr>
<td>Are stairways, elevator shafts, or other vertical openings enclosed with fire walls or protected with approved automatic sprinkler systems?</td>
<td>☐</td>
<td>☐</td>
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<tr>
<td>Do the walls separating the store from parking structures have a fire-resistance rating of not less than two hours?</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
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<tr>
<td>Are boiler rooms and storage rooms separated from each other and all other spaces by fire walls or fire barriers?</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
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<tr>
<td>Are aisles a minimum of 36-in (91-cm) wide, with at least one half of the fire exits accessible without traveling through checkout aisles?</td>
<td>☐</td>
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<tr>
<td>In retail areas, is the travel distance to a fire exit or a separate smoke compartment not more than 150 ft (46 m) or 250 ft (76.2 m) for areas protected by an automatic sprinkler system?</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
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<tr>
<td>Is the travel distance to a fire exit or a separate smoke compartment, in warehouse areas, not more than 200 ft (61 m) or 400 ft (122 m) for areas protected by an automatic sprinkler system?</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
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<tr>
<td>Are fire exits readily accessible?</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
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<tr>
<td>Are furnishings and decorations fire-retardant?</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
</tbody>
</table>

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<tr>
<th>Building Services</th>
<th>Yes</th>
<th>No</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>Does the electrical system appear to be in good working condition?</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Is the electrical system adequate to handle the expected loads?</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Are electrical systems where flammable liquids and aerosols are stored approved for Class I Division I locations?</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
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<tr>
<td>Is gas- and oil-fired equipment maintained according to the manufacturers’ recommendations?</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
</tbody>
</table>
Are air circulation systems designed to automatically shut down in the event of a fire?
Yes ☐  No ☐  N/A ☐

Is electrical equipment that is used in wet areas, such as restrooms and outside locations, provided with ground fault protection, including the use of isolated power supplies?
Yes ☐  No ☐  N/A ☐

Fire Suppression and Alarm Systems
Is the building protected by a fire alarm system that provides both manual and automatic initiation devices?
Yes ☐  No ☐  N/A ☐

Is a voice communication system installed to notify employees or customers of an emergency and provide directions, as necessary?
Yes ☐  No ☐  N/A ☐

Are fire suppression and alarm systems covered by maintenance and service contracts?
Yes ☐  No ☐  N/A ☐

Are walk-in coolers equipped with a refrigerant leak detection system?
Yes ☐  No ☐  N/A ☐

Does the building have a sprinkler system that is installed and maintained in conformance with NFPA 13, Standard for Installation of Sprinkler Systems, published by the National Fire Protection Association (NFPA)?
Yes ☐  No ☐  N/A ☐

Are commercial-grade ranges, fryers, and related equipment protected by automatic extinguishing system systems that are listed for the exposure?
Yes ☐  No ☐  N/A ☐

Is there a sufficient number of listed/approved portable fire extinguishers, and are they properly located, as required in NFPA 10, Standard for Portable Fire Extinguishers?
Yes ☐  No ☐  N/A ☐

Are fire extinguishers properly maintained?
Yes ☐  No ☐  N/A ☐

Are employees trained in the use of portable fire extinguishers?
Yes ☐  No ☐  N/A ☐

Storage Practices
Are commodities in storage segregated based on their hazard classification?
Yes ☐  No ☐  N/A ☐

Are accumulations of combustible materials, such as paper, cardboard, or waste paper, removed from storage areas on a daily basis?
Yes ☐  No ☐  N/A ☐

Are flammables stored in a protected area that is separated from the rest of the facility?
Yes ☐  No ☐  N/A ☐

Are flammable liquids stored in containers that are listed/approved for such use?
Yes ☐  No ☐  N/A ☐

Are corrosive liquids stored separately from flammables, either in corrosive liquids' cabinets or in a room specifically designed for that purpose?
Yes ☐  No ☐  N/A ☐

Are aerosols stored separately from flammable liquids?
Yes ☐  No ☐  N/A ☐

Are Level 2 and Level 3 aerosols stored in accordance with NFPA 30B, Code for the Manufacture and Storage of Aerosol Products?
Yes ☐  No ☐  N/A ☐

Are refrigeration systems, having more than 110 lb (50 kg) of refrigerant, provided with signage that indicates the type of refrigerant used?
Yes ☐  No ☐  N/A ☐

Is equipment using gasoline or diesel fuel stored in a separate, detached building or in a room segregated from storage areas by fire walls or fire barriers and automatic closing fire doors?
Yes ☐  No ☐  N/A ☐
Operations

Is smoking allowed on the premises, and if so, is it restricted to certain areas? □ □ □

Are sales areas divided into groups of similar commodities with main egress aisles separating each commodity group? □ □ □

Is there at least a 36-in (91.4-cm) separation between ignition sources (e.g., heaters) and retail displays? □ □ □

Are displays limited to materials with a flame spread of 25 or less (Class A), in accordance with NFPA 701, Standard Methods of Fire Tests for Flame-Resistant Textiles and Films? □ □ □

Is the display of aerosols limited in accordance with NFPA 30B for mercantile occupancies? □ □ □

Are regular testing and maintenance of refrigeration control devices, exhausters, fans, circulation, and leak detection equipment performed by a qualified refrigeration service technician? □ □ □

Are compressors, fans, and circulation equipment used in freezers, coolers, and cold storage room's part of a regular cleaning and maintenance program? □ □ □

Is there a snack bar or cafeteria facilities? If yes, are they equipped with fire protection systems? □ □ □

Are cooking appliances inspected on a regular basis - at least annually? □ □ □

Are the types of powered industrial trucks used suitable for the commodities stored? □ □ □

Do employees check the exit doors and exit paths on a daily basis to ensure egress during an emergency? □ □ □

Are employees assigned to assist with the evacuation of customers? □ □ □

Incendiariism and Arson

Are all exterior areas of the business property illuminated? □ □ □

Are exterior doors and windows of the business property secured from unauthorized access? □ □ □

Does a fence protect the perimeter of the property? □ □ □

Is there a closed-circuit television (CCTV) system? □ □ □

Is there a guard patrol service? □ □ □
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