



BEMIDJI FIRE DEPARTMENT

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MOTOR FUEL DISPENSING FACILITY FIRE SAFETY SELF INSPECTION CHECKLIST

- Yes No 1. Are there any fixed ignition sources within 20' of the dispensers?
- Yes No 2. Are the fuel dispensers protected by a concrete island or guard rails?
- Yes No 3. Is there documentation of yearly maintenance completed on the dispenser's emergency valves?
- Yes No 4. Are the dispenser's hoses in good condition and protected from potential damage?
- Yes No 5. Are all the dispenser's breakaway devices installed and maintained?
- Yes No 6. Is there a clearly visible and readily accessible Emergency Shutoff Switch?
- Yes No 7. Is the emergency shutoff switch located within 100' but no less than 20' from the dispensers?
- Yes No 8. Are the required "Warning Signs" posted conspicuously within sight of each dispenser?
- Yes No 9. Is there "Emergency Procedure" signage posted in a conspicuous location?
- Yes No 10. Are the "Dispensing Instructions" conspicuously posted on each dispenser?
- Yes No 11. Is there signage, posted in a conspicuous location, warning customers not to fill portable fuel containers inside or on the back of a vehicle?
- Yes No 12. Are any and all combustible materials (grass, brush, trash, etc.) kept a minimum of 10' from all fuel handling equipment
- Yes No 13. Is there at least one fire extinguisher (minimum size- 2-A:20-B-C), located within 75' of the dispensers?
- Yes No 14. Have extinguishers been tagged documenting annual inspection?

Signage Examples

<u>Emergency Shut-off Switch</u>		<u>Warning Signs</u>					
"EMERGENCY FUEL SHUTOFF"		1. No Smoking.					
		2. Shut off motor.					
<u>Emergency Procedures</u>		3. Discharge your static electricity before fueling by touching a metal surface away from the nozzle.					
IN CASE OF FIRE, SPILL OR RELEASE:		4. To prevent static charge, do not reenter your vehicle while gasoline is pumping.					
1. USE EMERGENCY PUMP SHUT-OFF		5. If a fire starts, do not remove nozzle -- back away immediately.					
2. REPORT THE ACCIDENT!		6. It is unlawful and dangerous to dispense gasoline into unapproved containers					
3. FIRE DEPARTMENT TELEPHONE NUMBER _____		7. No filling of portable containers in or on a motor vehicle. Place container on ground before filling.					
4. FACILITY ADDRESS _____							

Please feel free to call the Fire Department with any questions at 751-8001