



City of Virginia Beach

VIRGINIA BEACH FIRE
PREVENTION BUREAU
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MUNICIPAL CENTER
BUILDING #21
2408 COURTHOUSE DRIVE
VIRGINIA BEACH, VA 23456

Fire and Life Safety Checklist for Reopening Business

Confirm all the following checkpoints for each of the building systems. While this is not a complete list, it does contain many of the items that can be addressed and confirmed by a building owner or facility manager during their initial work to reopen a building.

General

All inspection, testing, and maintenance is up to date on the following systems or building elements:

- Water-based fire protection system
- Fire pumps
- Fire alarm system
- Commercial cooking equipment ventilation and fire protection
- Portable fire extinguishers
- Fire/smoke dampers
- All fire doors
- Emergency lighting equipment
- Exit signs
- Appropriate fire department access is unobstructed.
- For wildfire-prone areas, routine maintenance of combustible vegetation has been completed.
- Hand sanitizers or alcohol-based hand rubs are stored and managed safely.
- Required personnel are familiar and trained in accordance with the emergency action plan.
- Check with the local authority having jurisdiction (AHJ) to find out if they require any special provisions prior to reoccupying the building.

Water-Based Systems

- All control valves are open.
- Gauges are operable and not physically damaged.
- Water filled piping is maintained above 40 F.
- Sprinklers are not physically damaged.
- There are no leaks from the piping or sprinklers.
- Fire department connections are accessible and not physically damaged.
- Hose connections (if provided) are accessible and not physically damaged.

Fire Alarm Systems

- There are no trouble, supervisory, or alarm signals.
- Notification appliances are not blocked or physically damaged.
- Initiating devices (smoke detectors, heat detectors, etc.,) are not physically damaged.
- Manual pull stations are accessible and not physically damaged.

Fire Extinguishers

- Fire extinguishers are accessible and not physically damaged.
- Pressure gauge reading or indicator is in the operable range or position on all fire extinguishers.

Means of Egress

- All means of egress paths are unobstructed.
- All doors in the means of egress are working properly and not physically damaged.
- All doors are operable from egress side.
- All doors are not physically blocked.
- All fire doors are working properly and not physically damaged.
- All fire doors latch.
- All required lighting in the means of egress is functioning properly.
- Means of egress is illuminated when occupied.
- Emergency lighting is not blocked or physically damaged.
- Exit signs are not blocked or physically damaged.
- Exit signs are properly illuminated.

Electrical

Confirm that routine maintenance and operational testing is completed for the following:

- Electrical equipment per the building's Electrical Preventative Maintenance Program.
- Emergency and standby power systems