# Weekly Electrical Wiring and Fire Safety Compliance Checklist

**Project Information**

**Project Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Location:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Inspector Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Inspection Date:** **\_\_/\_\_/\_\_**

**Weather Conditions:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**1. Electrical Wiring Inspection**

☐ Verify that all wiring is properly insulated and free from exposed or damaged wires.  
☐ Ensure all extension cords are **heavy-duty, grounded, and not frayed**.  
☐ Check for **overloaded circuits** and ensure distribution boards are properly labeled.  
☐ Inspect temporary power sources to confirm they are compliant with regulations.  
☐ Ensure **ground fault circuit interrupters (GFCIs)** are installed and operational.  
☐ Confirm that electrical panels and breaker boxes are accessible and **not obstructed**.  
☐ Examine all electrical connections for signs of overheating, corrosion, or loose terminals.

**2. Fire Safety Compliance**

☐ Ensure all fire extinguishers are **charged, accessible, and properly labeled**.  
☐ Verify that all fire extinguishers are suitable for electrical fires (**Class C extinguishers**).  
☐ Check fire alarm systems, smoke detectors, and emergency exit signage for functionality.  
☐ Confirm that **flammable materials are stored away** from electrical equipment.  
☐ Inspect welding and cutting areas for proper fire prevention measures.  
☐ Ensure that emergency evacuation routes are **clear and well-marked**.  
☐ Conduct a fire drill or briefing to ensure all workers are aware of emergency procedures.

**3. Worker Training and Awareness**

☐ Conduct weekly toolbox talks about electrical and fire safety hazards.  
☐ Ensure that all workers handling electrical equipment are **certified or trained**.  
☐ Reinforce fire prevention strategies and how to use extinguishers correctly.  
☐ Make sure **PPE (insulated gloves, rubber boots, fire-resistant clothing)** is available and in good condition.  
☐ Provide updated **safety documentation** and incident reporting procedures.

**Additional Comments:**

**Inspector's Final Assessment**

☐ Pass ☐ Fail (Corrective action required)

**Next Scheduled Inspection:** **\_\_/\_\_/\_\_**

**Inspector's Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_