

HALL / FLOAT

AXTELL VOLUNTEER FIRE & RESCUE INSPECTION / INVENTORY

- X - Item Present and Sufficient
O - Item Absent or Deficient

UNIT PASSED: _____
UNIT DEFICIENT: _____

ONCE THE TASKS ON THIS CHECK SHEET ARE COMPLETE THOSE ASSIGNED TO HALL / FLOAT SHOULD CHECK WITH OTHER UNITS AND OFFER ASSISTANCE

MEETING ROOM & KITCHEN

- Mop Kitchen Floor _____
- Clean Appliances _____
- Clean Dishes _____
- Empty All Trash _____
- Vacuum Meeting Room & Offices _____
- Dust Off Furniture _____
- Pick-up Meeting Room _____

UTILITY & LAUNDRY

- Sweep Floor _____
- Empty All Trash _____
- Check All Filters _____
- Air Compressor _____
 - Oil Level _____
 - Drain Water _____
 - Check Hoses _____
- Laundry _____
 - Start Dirty Laundry _____
 - Store Away Clean Laundry _____

BATHROOMS

- Clean Shower, Toilets, and Sinks _____
- Refill Toilet Paper and Paper Towels _____
- Refill Hand Soap _____
- Empty All Trash _____
- Sweep & Mop Floors _____

GENERATOR

- Oil Level _____
- Antifreeze _____
- Hours _____
- Test Run Generator _____

VEHICLE BAY

- Empty All Trash _____
- Sweep Truck Bays _____
- Clear Table Tops _____
- Pick-up Work Bench _____
- Clean & Pick-up EMS Station _____
- Check for Empty Air Tanks _____
- Inspect Fire Extinguishers _____
- Roll Dry Hose From Drying Rack _____

Once This Station Is Completed Check With Other Stations For Help Completing.

Inspected By (Sign)

Date

REMARKS

