



Event Details			
Location: <input type="checkbox"/> Max Palevsky Cinema (Ida Noyes) <input type="checkbox"/> Mandel Hall <input type="checkbox"/> International House Auditorium (Room 102)			
Event Date:		Event Time: <span style="float: right;">AM or PM</span>	
Items	Yes	No	NA
1. Are all aisles, corridors, fire escapes and other means of egress kept free from obstruction?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Are all fire extinguishers in good working order? (Stage area, exits, dressing/storage rooms)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Are all fire extinguishers free from obstruction? (Stage area, exits, dressing/storage rooms)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Are all sprinkler heads free from obstructions and have an 18 inch clearance? (Stage area, exits, dressing/storage rooms)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Are all exit doors unlocked and unobstructed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Is the ventilator above the stage in good working order?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Remarks:			
Name:	Signature:		Date:

Provide completed form to the OES or ORCSA department administrator. Departments shall provide to Environmental Health and Safety on a monthly basis.