

# Fort Bragg Fire and Emergency Services

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## Division Arms Room Pre-Inspection Checklist

This form shall be completed, prior to an arms room inspection being performed

**Building Number:**  
(Example 4-1234)

Unit/ Organization: (Co, Bn, Bde, Div)

Armor Name; (Last, First)		Rank	
Armor Work Phone:			
Armor Cell Phone:			
Staff Duty Phone:			
Armor Email			

Company Commander Name;		Rank	
Company Commander Work Phone			
Company Commander Cell phone (Optional)			
Company Commander Email			

Requester Name		Rank	
Requester Work phone			
Requester Cell phone			
Requester Email			

Once you have completed this checklist, email it back to:

Stacey Palmiter (910) 432-6727	<a href="mailto:stacey.a.palmiter.civ@army.mil">stacey.a.palmiter.civ@army.mil</a>
David Volk (910) 432-6727	<a href="mailto:david.m.volk.civ@army.mil">david.m.volk.civ@army.mil</a>

**By completing this form and sending it to the persons above, you are indicating you have pre-checked your arms room, and it is free of deficiencies listed below**

### Fire Extinguishers:

- A) Two serviceable fire extinguishers are required in each arms room
- (1) Minimum rating of 2A:10 BC.
  - (2) They shall be annually inspected by a certified extinguisher company.
  - (3) Be Located within 75 foot travel distance.

<input type="checkbox"/> Pass	<input type="checkbox"/> Fail
<input type="checkbox"/> Pass	<input type="checkbox"/> Fail
<input type="checkbox"/> Pass	<input type="checkbox"/> Fail

### Electrical Issues:

- A) The use of extension cords is prohibited.
- B) Electric space heaters are prohibited

<input type="checkbox"/> Pass	<input type="checkbox"/> Fail
<input type="checkbox"/> Pass	<input type="checkbox"/> Fail

### Storage Issues:

- A) The storage of flammable and combustible liquids is prohibited
- B) Waste materials ; such as oily rags , combustible scraps and paper, within an explosion area shall be separated and placed in a metal container with a self-closing lid

<input type="checkbox"/> Pass	<input type="checkbox"/> Fail
<input type="checkbox"/> Pass	<input type="checkbox"/> Fail

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Division Arms Room Pre-Inspection

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Checklist

Building Number: (Example 4-1234)

Storage Issues: Continued

- |  |                               |                               |
|--|-------------------------------|-------------------------------|
| C) Storage of materials will be kept to a minimum and will be neat and orderly     | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail |
| D) Materials will not be stored within 24 inches of ceilings.                      | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail |
| E) Materials will not be stored within 18 inches of sprinkler heads, if installed. | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail |

Signage:

- |   |                               |                               |
|---|-------------------------------|-------------------------------|
| A) Fire symbol signs shall be posted for the most hazardous class of Ammunition Stored  | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail |
| B) Fire symbol signs shall be posted on the exterior of the building and outside the arms room entrance to reflect the highest ammunition or explosive hazard currently stored. Signs shall be removed if no ammunition is stored | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail |
| C) Containers holding the ammunition shall be properly marked for easy identification and the cabinet storing the ammunition shall be identified with the appropriate fire symbol.  | <input type="checkbox"/> Pass | <input type="checkbox"/> Fail |

If the arms room fails the inspection for any reason, a re-inspection **WILL NOT** be accomplished **UNTIL** the **UNIT COMMANDER** resubmits the form for the re-inspection to Inspector Stacey Palmiter informing the deficiencies have been corrected and are ready to be re-inspected. Be sure to include your building number in the email; subject area.

Please Do Not Enter Any Info in the boxes Below. For Fire Inspector use Only.

Sent

Received

Scheduled

Fire Inspector

Inspected

☐ Pass

☐ Fail