

**GEORGIA DEPARTMENT OF CORRECTIONS
EMERGENCY RESPONSE PLAN
FIRE SAFETY CHECKLIST**

I. Correctional Facility:

Name

Address

Phone

Administrator

Fire Safety Inspector

II. Local Fire Department:

Name

Address

Phone

Distance from Facility

Fire Chief

III. Date of Orientation Visit to Facility:

IV. Checklist (initialed by the Non-Departmental Fire Chief having local jurisdiction):

A. Meeting with Facility Administrator

B. Relevant Organizational Chart of Facility

C. Floor Plan of Facility

D. Evacuation Plan of Facility

E. Tour of Facility

F. Firefighting Capability of Facility:

1) Personnel

- 2) Hydrants
- 3) Extinguishers
- 4) Emergency Lighting

G. Utility Master Controls:

- 1) Gas
- 2) Water
- 3) Electricity

H. Staging Area upon Arrival

I. Facility Staff to Contact upon Arrival

J. Accessibility Routes for Local Firefighting

K. Discussion of Facility Emergency Plans

L. Date of Meeting to Update Emergency Plans

Facility Administrator

Date

Fire Chief

Date

This form is to be completed annually.

Send one copy to:

Manager, GDC Fire Services and Life Safety
P. O. Box 1529
300 Patrol Road
Forsyth, Ga. 31029
Phone (478) 992-5291
Fax (478) 992-5292