

Who runs it: The site or facilities person walking the building each quarter, phone in hand, tagging each extinguisher by its QR mount. When: Every quarter as a quick visual round, so an extinguisher that has been moved, discharged or gone flat is caught between the licensed company's annual visits.

☐	Extinguisher in its designated spot with signage visible Unit on its marked bracket or in its cabinet, location sign readable from down the corridor, nothing stacked in front of it.	2 photos required
☐	Mounting height and travel distance still workable Extinguisher hung at a reachable height and not left on the floor, path to it clear so someone can grab it without moving stock.	1 photo required

☐	Pressure gauge reading in the operable (green) band Needle sitting in the green operating range, not into the recharge or overcharge zones on stored-pressure units.	1 photo required
☐	Pull pin seated and tamper seal intact Locking pin fully in place and the tamper seal unbroken, a sign the unit hasn't been pulled since the last round.	1 photo required

- ☐ **Shell, hose and nameplate free of damage or corrosion**
No dents, no rust pitting on the cylinder, hose and nozzle clear and uncracked, label legible. 2 photos required
- ☐ **Inspection tag present and current**
Service tag hanging on the unit with the last dated entry, current quarter noted on the round so the history stays continuous. 1 photo required