別表３

自主検査表（日常）

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 日 | 曜日 | 検査項目 | | | | | | | | | |
| 避難通路等の物品の有無（避難施設の維持管理） | ガス器具のホースの老化・損傷 | | 電気器具の配線老化・損傷 | 火気使用設備器具の異常の有無 | 吸殻の処理 | 倉庫等の施錠確認 | | 終業時の火気の確認 | その他（トイレ内の可燃物・ゴミ箱等の確認） |
| １ |  |  |  | |  |  |  |  | |  |  |
| ２ |  |  |  | |  |  |  |  | |  |  |
| ３ |  |  |  | |  |  |  |  | |  |  |
| ４ |  |  |  | |  |  |  |  | |  |  |
| ５ |  |  |  | |  |  |  |  | |  |  |
| ６ |  |  |  | |  |  |  |  | |  |  |
| ７ |  |  |  | |  |  |  |  | |  |  |
| ８ |  |  |  | |  |  |  |  | |  |  |
| ９ |  |  |  | |  |  |  |  | |  |  |
| 10 |  |  |  | |  |  |  |  | |  |  |
| 11 |  |  |  | |  |  |  |  | |  |  |
| 12 |  |  |  | |  |  |  |  | |  |  |
| 13 |  |  |  | |  |  |  |  | |  |  |
| 14 |  |  |  | |  |  |  |  | |  |  |
| 15 |  |  |  | |  |  |  |  | |  |  |
| 16 |  |  |  | |  |  |  |  | |  |  |
| 17 |  |  |  | |  |  |  |  | |  |  |
| 18 |  |  |  | |  |  |  |  | |  |  |
| 19 |  |  |  | |  |  |  |  | |  |  |
| 20 |  |  |  | |  |  |  |  | |  |  |
| 21 |  |  |  | |  |  |  |  | |  |  |
| 22 |  |  |  | |  |  |  |  | |  |  |
| 23 |  |  |  | |  |  |  |  | |  |  |
| 24 |  |  |  | |  |  |  |  | |  |  |
| 25 |  |  |  | |  |  |  |  | |  |  |
| 26 |  |  |  | |  |  |  |  | |  |  |
| 27 |  |  |  | |  |  |  |  | |  |  |
| 28 |  |  |  | |  |  |  |  | |  |  |
| 29 |  |  |  | |  |  |  |  | |  |  |
| 30 |  |  |  | |  |  |  |  | |  |  |
| 31 |  |  |  | |  |  |  |  | |  |  |
| 検査実施日 | | | | 検査実施者氏名 | | | | | 防火管理者確認 | | |
|  | | | |  | | | | |  | | |

（備考）　検査を実施し、良の場合は、○を不備のある場合は、×を即時改修した場合はを付する。

なお、不備・欠陥がある場合には、直ちに防火管理者に報告する。