Fire Hose Reel Inspection Checklist: Monthly Check Form

Frequency	Completed by	Approved by	The checklist
Monthly	Person assigned to check fire equipment	Facility manager	24 checks · 4 sections

INSPECTION DETAILS

Site / building: _____ Cabinet number and location: _____

Hose type: _____ Hose length (m): _____

Date on the maintenance label: _____ Date and time: _____

Location, access and cabinet

1.	The cabinet is in its designated place and easy to see from the corridor or work area Ref.: [1] [3] [6]	◯ Pass ◯ Fail ◯ N/A
2.	Nothing stands in front of the cabinet or blocks its door CRITICAL Typical defects: pallets, bins, furniture, parked trolleys or stock in front of the door. Ref.: [3] [1] [4]	◯ Pass ◯ Fail ◯ N/A
3.	The cabinet is marked with a permanent, visible fire hose sign Ref.: [3] [4] [6]	◯ Pass ◯ Fail ◯ N/A
4.	The door opens fully and easily, without a key or tool CRITICAL The cabinet must not slow down the use of the hose in a fire. A jammed, locked or painted-shut door fails. Ref.: [1] [4]	◯ Pass ◯ Fail ◯ N/A
5.	The cabinet holds only firefighting equipment Remove cleaning materials, tools, personal items and rubbish. Ref.: [1] [4]	◯ Pass ◯ Fail ◯ N/A
6.	The cabinet body, door, glass and hinges show no damage or corrosion Ref.: [6] [4]	◯ Pass ◯ Fail ◯ N/A

Hose, reel, nozzle and valve

7.	The hose is connected to the water supply and ready for use **CRITICAL** Ref.: [4] [1]	◯ Pass ◯ Fail ◯ N/A
8.	The hose shows no cuts, cracks, kinks, flattening or abrasion along its visible length **CRITICAL** Ref.: [6] [4]	◯ Pass ◯ Fail ◯ N/A
9.	The hose is wound evenly on the reel or folded properly on its rack, and has been put back in order after its last use Ref.: [4]	◯ Pass ◯ Fail ◯ N/A
10.	The reel swings out of the cabinet and turns freely Mark N/A for lay-flat hose on a rack or cradle. Ref.: [1] [4]	◯ Pass ◯ Fail ◯ N/A
11.	A shut-off nozzle is fitted to the hose, undamaged, and its control moves freely **CRITICAL** Türkiye: the nozzle must provide shut-off, spray, jet, or all three. Ref.: [1] [4]	◯ Pass ◯ Fail ◯ N/A
12.	The cabinet valve has its handwheel or lever, is undamaged and can be reached and operated easily **CRITICAL** Ref.: [4]	◯ Pass ◯ Fail ◯ N/A
13.	There is no leak or drip at the valve, connections, reel or hose, and no water in the bottom of the cabinet Ref.: [6]	◯ Pass ◯ Fail ◯ N/A
14.	The operating instructions on or beside the cabinet are in place and legible Ref.: [6]	◯ Pass ◯ Fail ◯ N/A

Water supply, maintenance and users

15.	The isolating valve on the pipe feeding the cabinet is fully open **CRITICAL** Mark N/A if there is no isolating valve you can see or reach on this route. Ref.: [4]	◯ Pass ◯ Fail ◯ N/A
16.	Where a pressure gauge is fitted, it reads within the range given in the system design Türkiye: the design pressure at the cabinet is 400 kPa (at least 400 kPa for lay-flat hose), and pressure reducers are required where the nozzle inlet pressure would exceed 900 kPa. Mark N/A if there is no gauge. Ref.: [1] [4] [2]	◯ Pass ◯ Fail ◯ N/A

17.	The hose type suits the people expected to use it Türkiye: where there are no trained people, a round semi-rigid hose of 25 mm, no longer than 30 m. Lay-flat hose (up to 50 mm, no longer than 20 m) only where trained firefighting staff are present. Ref.: [1]	◯ Pass ◯ Fail ◯ N/A
18.	The label or record shows periodic maintenance within the last 12 months Türkiye: maintenance as set out in TS EN 671-3; periodic control at least yearly unless the standard sets another interval. OSHA: inspection at least annually and after each use. Ref.: [1] [2] [7] [4] [6]	◯ Pass ◯ Fail ◯ N/A
19.	Staff expected to use this hose reel have been trained to use it OSHA: at least annual training where hose stations replace portable extinguishers. Ref.: [6] [5]	◯ Yes ◯ No ◯ N/A

Result

20.	Every defect found has been reported to the person responsible for fire equipment Ref.: [1] [4]	◯ Yes ◯ No ◯ N/A
21.	If a critical check failed, the cabinet is marked out of service and the area is covered by equivalent protection until it is repaired CRITICAL OSHA names extinguishers and fire watches as equivalent protection. Ref.: [4]	◯ Yes ◯ No ◯ N/A
22.	The inspection date and the inspector's name are recorded on the cabinet label or in the log Ref.: [6]	◯ Yes ◯ No
23.	The hose reel is ready for use CRITICAL Ref.: [3] [4]	◯ Yes ◯ No
24.	Notes and defects found	Note: _____

Critical check: if it fails, stop and correct it before work continues.

SIGN-OFF

Inspector		Facility manager	
Name:	.....	Name:	.....
Signature:	.....	Signature:	.....
Date:	.....	Date:	.....

Legal basis and references

[1] Türkiye: Binaların Yangından Korunması Hakkında Yönetmelik (Resmî Gazete, 19.12.2007, 26735) — Article 94 (fire hose cabinets: where required, 30 m spacing, placement where easily seen, use only for firefighting, hose types and lengths, nozzle, design pressure, periodic maintenance under TS EN 671-3), Article 100 (owner's or manager's responsibility for periodic checks, tests and maintenance) and Article 7(10) (no blocking or misuse of fire equipment).

[2] Türkiye: İş Ekipmanlarının Kullanımında Sağlık ve Güvenlik Şartları Yönetmeliği (Resmî Gazete, 25.04.2013, 28628) — Annex III, 2.3.1 (installations: periodic control yearly unless standards say otherwise), 2.3.3 (persons authorised to do it), 2.3.5 (control against the project and the fire regulation) and Table 3 (fire extinguishing systems, including fire hose cabinets).

[3] Türkiye: İşyeri Bina ve Eklentilerinde Alınacak Sağlık ve Güvenlik Önlemlerine İlişkin Yönetmelik (Resmî Gazete, 17.07.2013, 28710) — Annex 1, item 12 (extinguishing equipment always ready for use, maintained, visible, easy to reach and unobstructed) and item 13 (marking with permanent, visible signs).

[4] United States: OSHA 29 CFR 1910.158, Standpipe and hose systems — (c)(1) reels and cabinets: prompt use, conspicuously identified, fire equipment only; (c)(2)(i) accessible outlets; (c)(3)(i) hose connected and ready; (c)(4) shut-off nozzles; (e)(2)(i)–(ii) water supply and open valves; (e)(2)(iii) inspection at least annually and after each use; (e)(2)(iv) unserviceable systems removed from service and replaced with equivalent protection; (e)(2)(vi) trained persons.

[5] United States: OSHA 29 CFR 1910.157, Portable fire extinguishers — (d)(3) hose stations used in place of Class A extinguishers, with at least annual training; (e)(2) monthly visual inspection of extinguishers or of hose used in their place.

[6] United Kingdom: HM Government, Fire safety risk assessment: offices and shops (updated 12 September 2023) — Part 1, 3.4.2 and 3.4.6 (weekly check that hose reels are correctly located and in apparent working order); Part 2, 3.2 (visual checks for leaks and obvious damage, formal maintenance at least annually by a competent person, training); 3.4.5 and section 6 (signs); 7.1 (records). Guidance for England under the Regulatory Reform (Fire Safety) Order 2005.

[7] European Union: EN 671-3, Fixed firefighting systems — Hose systems — Part 3: Maintenance of hose reels with semi-rigid hose and hose systems with lay-flat hose (TS EN 671-3) — The standard named by Article 94 of the Turkish fire regulation and by the guidance for England for the maintenance of hose reels (title only).

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