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| **Unit**:  |  |
| **Date:****Floor Contact:** |  |
| **Floor Contact’s area of responsibility:** |  |
|   |

| **Checkpoint** | **Comments / measures** |
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| 1. Are the escape routes free of obstacles and easily flammable materials?
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| 1. Can doors to escape routes be easily opened from the inside without the use of a key?
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| 1. Do the self-closing fire doors work as intended; i.e. are they are kept closed, does the holding magnet release when the test button is used and do they close tightly in the frame? (essential in order to limit the spread of smoke)?
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| 1. Is the marking/signage of escape routes and extinguishing equipment in place and in order? Please note that escape signs must be lit at all times.
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| 1. Is the extinguishing equipment in place, readily available and without visible damage? Applies to fire hoses, hand extinguishers and any fire curtains.
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| 1. Are manual fire alarm boxes and emergency openers for doors readily available and clearly visible?
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| 1. Are notices showing escape routes and fire instructions visible in the premises?
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| 1. Are flammable materials stored and used to ensure minimal risk of fire occurring and spreading?
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The Floor Contact shall report errors and deficiencies to the [Speak up](https://www.uio.no/english/about/hse/speak-up/) portal