Inspection:

1. **Sec. 1 General description** Include the location of the building, the relationship to other buildings and fire department access, floor by floor description of the use of the building, and the types and approximate numbers of people expected to be present. Also include a description of the fire load that is present.
2. **Sec. 2 Structural fire protection** Describe the Fire Protection Features: the fire protection systems, smoke exhaust systems, location of nearest hydrants, PIVs, Fire Department connections, etc.; construction features including construction classification, any fire barriers, etc.; and interior finishes.
3. **Sec. 3 Description of Means of Egress** Include nature of stairwells and corridors, describe all three parts of the means of egress and give approximate widths of components, door forces, direction of travel, and quality of the signage.
4. **Sec. 4 Analysis** Make a comparison of existing situation to applicable requirements from NFPA 101 and/or the IBC.
   1. Consider any equivalency factors or performance characteristics.
   2. List any areas of concern (explain the concerns in terms of requirements of mandated codes or consensus standards).
5. **Sec. 5 Recommendations for improvement**
   1. Capital recommendations – modifications or new construction
   2. Administrative recommendations – changes in the way the building is used, training or maintenance.

Note: You will need to write up a lab report addressing these issues.