様式第２号（第４条、第17条関係）

日常自主検査表

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|  | | | | 点検実施年月 | | | 管理権原者 | | 防火（防災）管理者 | | | 検査者 | |
| 年　　月 | | |  | |  | | |  | |
| 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） | 電源の遮断の確認 | | 電気器具の配線老化・損傷 | 火気設備器具の異常の確認 | | 吸い殻の  処理 | | 倉庫等の施錠確認 | 終業時の火気確認 | | その他  （ﾄｲﾚ･共用部分内の可燃物,ｺﾞﾐ等の確認） |
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備考　不備、欠陥がある場合には、直ちに防火管理者に報告するものとします。

凡例　良－〇　不備欠陥－×　即時改修－△　不備欠陥後改修－