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	STANDARD: **NFPA 101 Life Safety Code & OSHA 29 CFR 1910.37**	AUDIT FREQUENCY: **Monthly Audit**

Emergency Lighting Test Log Inspection Checklist

Operational Scope: This checklist dictates the mandatory monthly and annual testing protocol for all facility emergency lighting and egress illumination systems. Its purpose is to mitigate slip, trip, and evacuation hazards by ensuring uninterrupted backup lighting during power failures in compliance with life safety standards.

MANDATORY PPE:	Safety Glasses (ANSI Z87.1), Non-Conductive Nitrile Gloves, High-Visibility Vest, Closed-Toe Leather Work Shoes
PREREQUISITES:	Review previous month's test log to verify corrective actions for any previously documented failures. | Ensure portable testing tools, multi-meters, and replacement lamps/batteries are staged and calibrated. | Notify building occupants and facility management of impending functional testing of egress lighting.

MONTHLY 30-SECOND FUNCTIONAL TESTING

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
1	**Manual Test Switch Activation**	Depress and hold the test button on each emergency lighting unit for a minimum of 30 seconds; unit must instantly transfer to battery power without tripping circuit breakers.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A
2	**Lamp Head Illumination & Alignment**	Verify both emergency lamp heads illuminate at full brightness and are angled downward and outward to properly illuminate the primary egress path.	**Warning**	[ ] PASS [ ] FAIL [ ] N/A
3	**Charging Indicator LED Status**	Confirm the AC power-on / charging status indicator light is illuminated green or red, confirming active trickle charge to internal batteries.	**Warning**	[ ] PASS [ ] FAIL [ ] N/A
4	**Exit Sign Illumination & Battery Backup**	Verify all illuminated exit signs remain clearly visible on battery power during the test cycle with no flickering or dead segments.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A

ANNUAL 90-MINUTE FULL-LOAD DISCHARGE TESTING

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
5	**Extended Battery Discharge Capacity**	Simulate a total building power loss by turning off the dedicated lighting circuit breaker; units must sustain continuous illumination for a full 90 minutes without significant dimming.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A
6	**Post-Test Voltage Recovery**	Following the 90-minute test, restore AC power and verify that unit batteries begin recharging automatically within 60 seconds.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A

VISUAL & PHYSICAL INTEGRITY INSPECTION

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
7	**Enclosure and Mounting Security**	Check unit housing, remote heads, and exit signs for secure wall/ceiling mounting, absence of structural cracks, and protection against moisture or dust ingress.	**Standard**	[ ] PASS [ ] FAIL [ ] N/A
8	**Battery Corrosion & Leakage Check**	Inspect internal battery terminals and housing compartments for signs of acid leakage, terminal corrosion, or physical swelling.	**Critical (Immediate Out of Service)**	[ ] PASS [ ] FAIL [ ] N/A
9	**Egress Path Obstruction Check**	Ensure no temporary storage, furniture, or architectural elements obstruct the light beam projection from emergency lighting heads to the floor.	**Warning**	[ ] PASS [ ] FAIL [ ] N/A

Certified Facility Technician / Inspector Signature: _____	**Date / Time:** _____	**Badge / Cert #:** _____
Director of Facilities & Life Safety Sign-off: _____	**Review Date:** _____	**Audit Status:** [ ] Approved [ ] Rectify

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