OpsAuditHub opsauditihub.com	DOC ID: **SAF-0253**	REVISION: **Rev 2.4 (2026)**
	STANDARD: **NFPA 101 Life Safety Code & OSHA 29 CFR 1910 Subpart E**	AUDIT FREQUENCY: **Monthly Audit**

Hotel Guest Room Safety Audit Compliance Checklist

Operational Scope: This audit protocol establishes mandatory inspection procedures for all guest accommodations to mitigate physical, fire, and biological hazards. It ensures complete compliance with hospitality life safety regulations and protects guest welfare.

MANDATORY PPE:	Cut-Resistant Gloves (ANSI/ISEA 105), Nitrile Inspection Gloves, Slip-Resistant Footwear (ASTM F2413), Safety Glasses with Side Shields, High-Visibility Safety Vest
PREREQUISITES:	Verify master keycard encoding and secure all testing instruments. | Notify front desk operations regarding active guest room audit blocks. | Review previous month's open corrective actions and maintenance logs.

LIFE SAFETY & FIRE PROTECTION SYSTEMS

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
1	**Smoke Detector Unit**	Unit is securely mounted on ceiling, free of dust or obstructions, and passes operational test via aerosol smoke spray.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
2	**Emergency Egress Map**	Approved floor plan map is permanently posted on the interior of the main entry door at eye level, clearly showing evacuation routes.	**Warning**	**[ ] PASS [ ] FAIL [ ] N/A**
3	**Balcony Railings & Hardware**	Balcony railings meet height requirements (minimum 42 inches), show no signs of structural corrosion, and gate latches self-close.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**

ELECTRICAL, HVAC & MECHANICAL HAZARDS

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
4	**GFCI Receptacles**	All bathroom and wet-area electrical outlets trip and reset correctly when tested with a standard circuit analyzer.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
5	**HVAC Unit & Air Filter**	Heating and cooling controls operate across all temperature settings; air intake filters are clean and free of mold accumulation.	**Standard**	**[ ] PASS [ ] FAIL [ ] N/A**
6	**Lighting Fixtures & Bulbs**	All bedside, desk, and overhead lamps are operational with no exposed wiring, flickering bulbs, or missing protective globes.	**Warning**	**[ ] PASS [ ] FAIL [ ] N/A**
7	**Ironing Board & Iron Safety**	Room iron features an automatic shut-off function, cord is unfrayed, and ironing board stability mechanism locks securely.	**Warning**	**[ ] PASS [ ] FAIL [ ] N/A**

STRUCTURAL INTEGRITY, SECURITY & SANITATION

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
8	**Entry Door Deadbolt & Viewer**	One-way door viewer is clear and unobstructed; mortise lockset, privacy latch, and heavy-duty deadbolt engage smoothly without binding.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
9	**Window Restrictors & Locks**	Operable windows feature functional safety restrictors limiting opening width to a maximum of 4 inches to prevent falls.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
10	**Bathroom Slip Hazards**	Tub and shower floors feature intact non-slip strips or mats; grab bars are load-tested and securely anchored to wall studs.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**

Certified Inspector / Lead Operator Signature: _____	**Date / Time:** _____	**Badge / Cert #:** _____
Site Safety Supervisor / Operations Manager Sign-off: _____	**Review Date:** _____	**Audit Status:** [ ] Approved [ ] Rectify

COMPLIANCE NOTICE: This document must be archived for a minimum of 12 months in accordance with workplace safety recordkeeping guidelines.

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